

MARINE AIR COMMAND AND CONTROL SQUADRON - AVIATION TRAINING

AND READINESS INFORMATION SYSTEM VERSION M

USERS GUIDE

ATRIMS (M) 1-00 version 2.0



ATRIMS (M) 1-00 is an Information management program designed to assist the MACCS community in tracking all personnel training data. This User's guide is designed to provide the users with step-by-step guidance in using the system.

TABLE OF CONTENTS

1.	SYSTEM DESCRIPTION.....	4
2.	SYSTEM INSTALLATION.....	5
3.	HOW TO USE THE SYSTEM.....	13
3.1	Main Menu.....	14
3.1.1	Syllabus Information.....	15
3.1.1.1	Load/Update.....	15
3.1.2	Training.....	17
3.1.2.1	Personal Info.....	17
3.1.2.1.1	Crew.....	17
3.1.2.1.2	Support Personnel.....	24
3.1.2.2	Update.....	29
3.1.2.3	Global Update.....	51
3.1.3	Deploy.....	53
3.1.3.1	Create Detachment.....	53
3.1.3.2	Merge Detachment.....	55
3.1.3.3	Scheduler.....	56
3.1.4	Reference Material.....	57
3.1.4.1	Syllabus Listing.....	58
3.1.4.2	Chains.....	59
3.1.4.3	T&R Qual Listing.....	60
3.1.4.4	Core Skill/Plus Listing.....	61
3.1.4.5	Pre-Reqs.....	62
3.1.4.6	Lectures.....	63

TABLE OF CONTENTS (CON'T)

3.1.5	Reports.....	65
3.1.5.1	Syllabus.....	66
3.1.5.1.1	GreaseBoard.....	66
3.1.5.1.2	Core GreaseBoard.....	68
3.1.5.2	Individual.....	69
3.1.5.2.1	Training Time.....	70
3.1.5.2.2	T&R Quals.....	70
3.1.5.2.3	Transfer Data.....	71
3.1.5.2.4	Delinquency.....	71
3.1.5.2.5	Deployment.....	72
3.1.5.2.6	Lectures.....	72
3.1.5.2.7	Core.....	73
3.1.5.2.7.1	Core Items.....	73
3.1.5.2.7.2	Core Graphs.....	74
3.1.6	Utilities.....	74
3.1.6.1	Print.....	74
3.1.6.2	Backup.....	74
3.1.6.3	Update Drive.....	75
3.1.7	Help.....	75
3.1.7.1	Check for Updates.....	75
3.1.7.2	About.....	78

SYSTEM DESCRIPTION

1.0 SYSTEM DESCRIPTION

ATRIMS (M) 1-00 version 2.0 is being distributed from the T&E Division WebPages at the following address, WWW.TEDIV.USMC.MIL. You will need to download the file that relates to your community:

laad-c.zip 6KB

Syllabus names: LAAD.GNR7212C
LAAD.O7208C
LAAD.SL7212C

Ex: (**LAAD.GNR** is (LAAD Gunner)/**7212** is(MOS)/**C** is for the syllabus version)

atc-c.zip 13KB

Syllabus names: ATC.RDR7253C
ATC07220C
ATC.TWR7252C

taoc-c.zip 7KB

Syllabus names: TACEP7234C
ADC07210C
TADC7236C

dasc-c.zip 6KB

Syllabus names: ASC07208C
ASNO7242C
DASC.CC7242C

tacc-c.zip 8KB

Syllabus names: TACC07200C
TACC07500C
TACC07200C

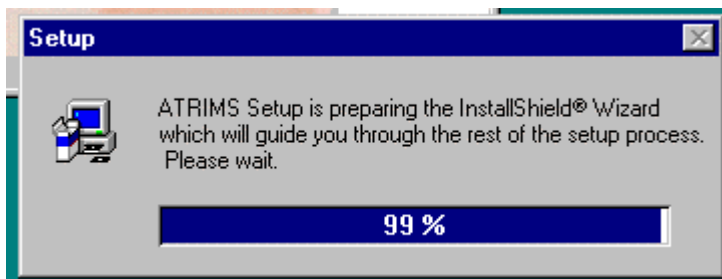
These files are all in a zipped format and named by community **i.e., laad-**, and syllabus version **i.e., 'C'**. This will allow you to download and work with the most current version of the syllabus database. The version only applies to the ATRIMS-M Program.

ATRIMS (M)1-00 version 2.0 is designed to work using the WINDOWS Operating System, to include 95/98/NT. It **will not** run on a DOS machine. VERSION 1-98 is the previous version of this system. All information in the previous version can be converted and used in the new version. Version C, is the latest update of the Syllabus. If you do not have Version C already installed, you will need to update to version C through the synchronization process. The development of this system release fixes previous problems experienced with the previous release as well as adding more capabilities to the system. This system provides the MACCS community with a tracking tool for all personnel training records. This system also includes a wide variety of reporting options.

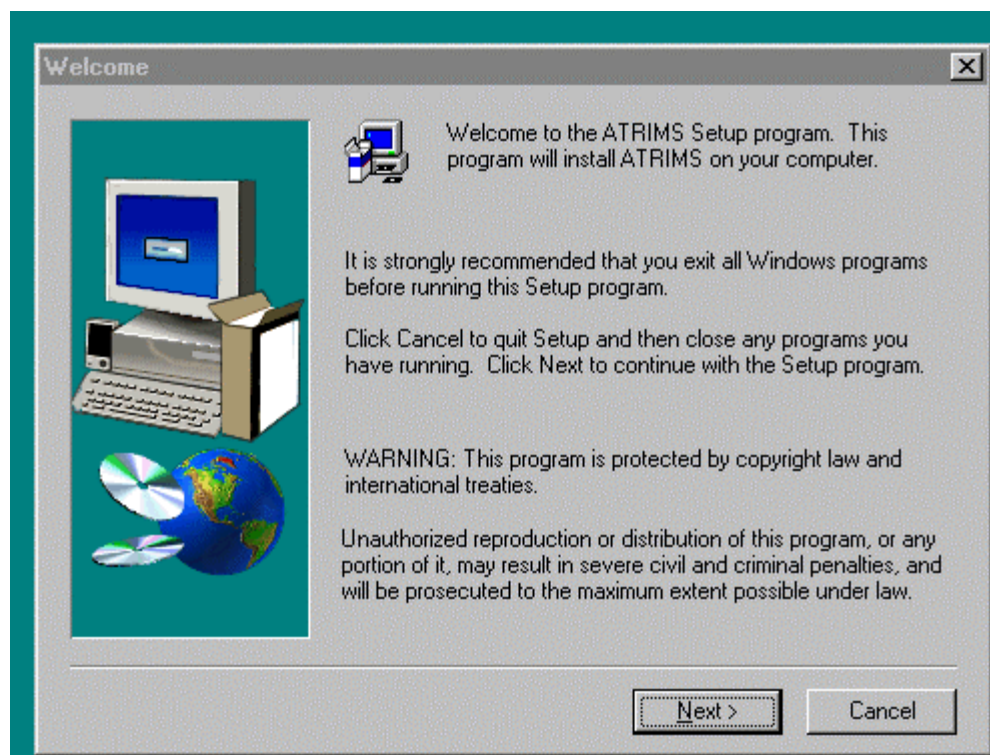
INSTALLATION PROCEDURES

2.0 Installation Procedures.

1. Create a temporary file on your C drive called "Download".
2. Download the file directly from the WebSite into the temporary folder C:\download. (If you are unable to download the file then contact Aviation Training Branch at DSN 278-4042 to receive a copy of the installation CD in the mail).
3. If you have multiple applications open and the installation process appears to be running slow, you may want to ensure all programs are shutdown and that you are not logged into your units E-mail or network service.
4. After the download has completed, double-click on the ATRIMSM.EXE. This will extract the installation files to a temporary folder. Locate the Setup.exe file in the temporary folder C:\download or (if you requested the CD/ROM, it will be on the CD) and double-click on the file. The following screens will walk you through the set-up. The following screen is the Install Shield Wizard.
- 5.

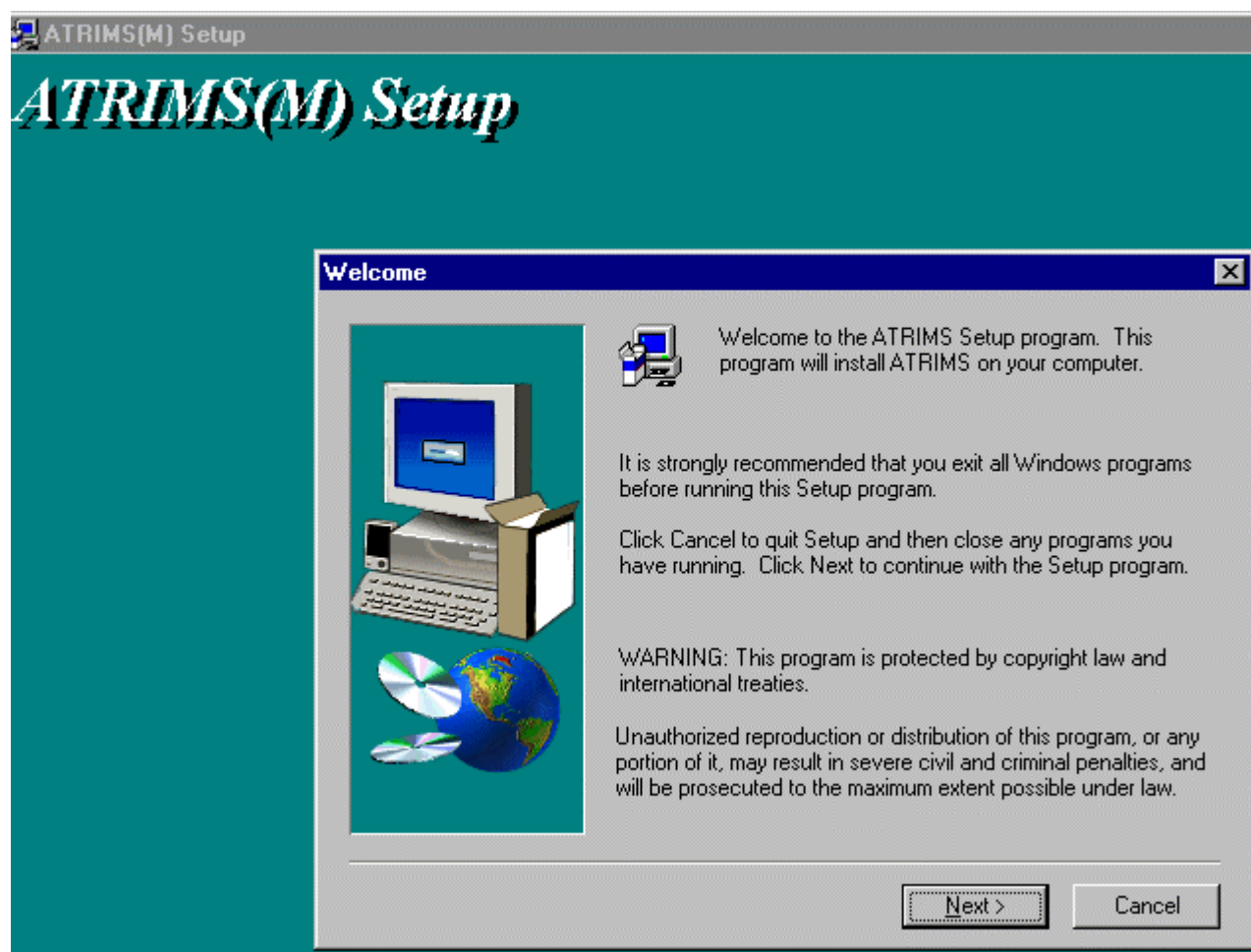


Once this has reached 100%, the following screen will appear:

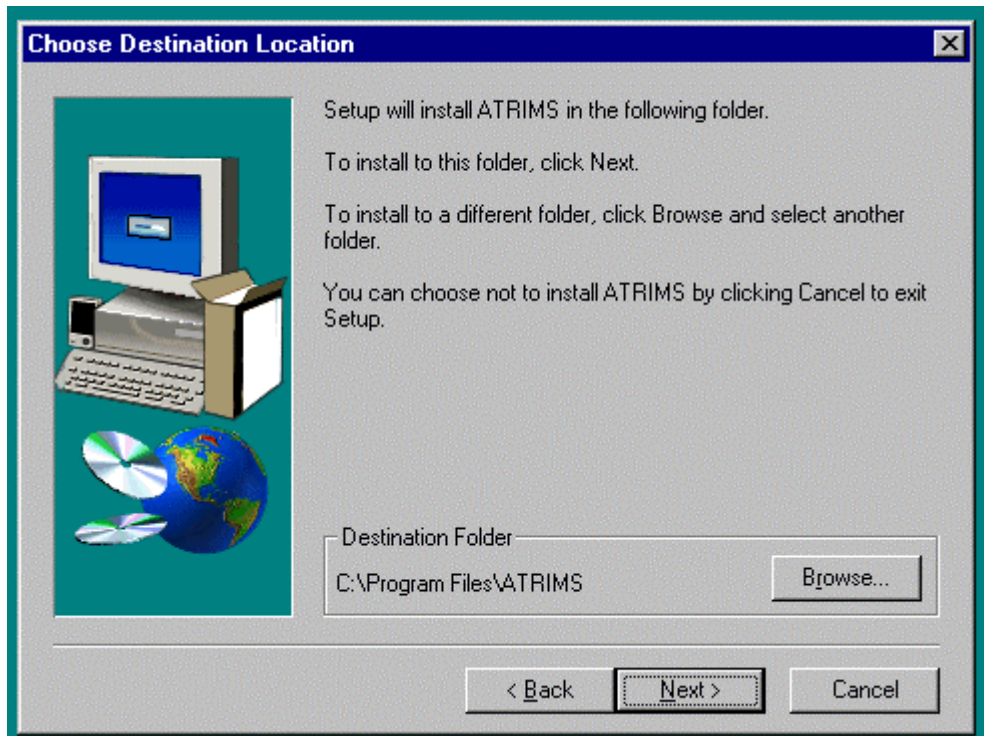


Click on the NEXT button.

Once that is done, the following screen will appear:

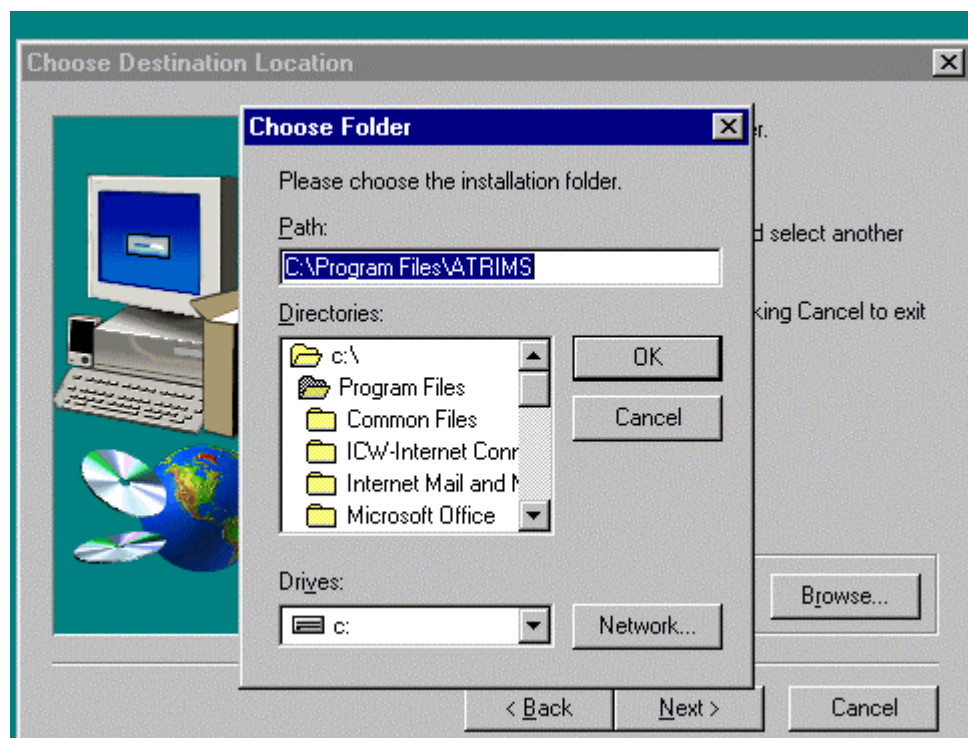


Click on the NEXT button and the following screen will appear:



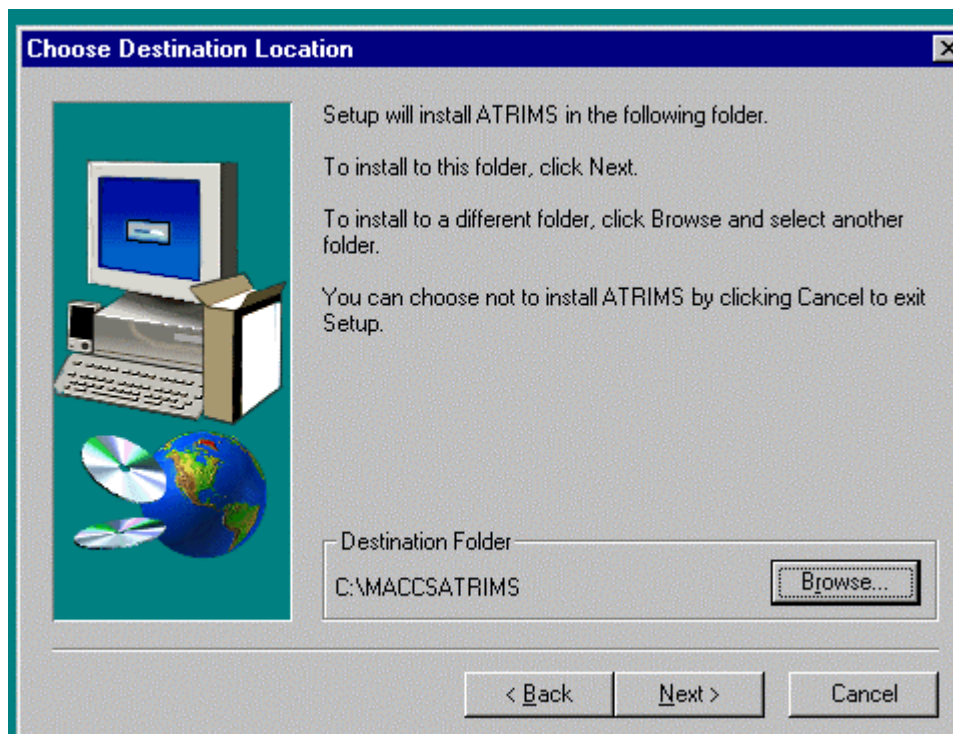
Clicking on the **BROWSE** button to install this application to any other folder on your computer. The C:\ProgramFiles\Atrims folder is the default folder where the installation process will save the files. If you select to specify the Destination Folder, the following screen will appear:

You can now specify the drive you want the program to be installed on.



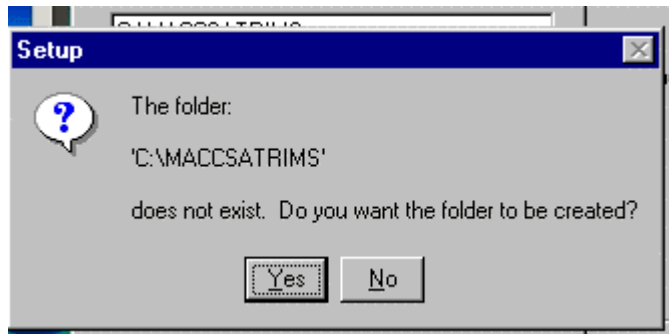


After you specify the drive, click on the OK button. The following screen will show the designated drive:

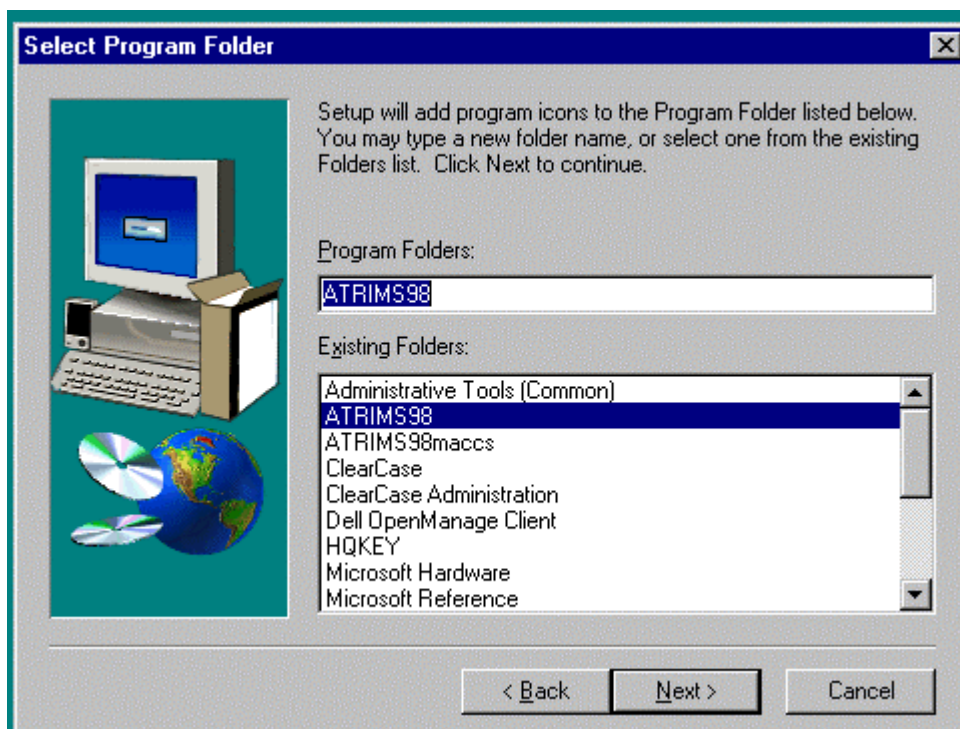


Click on the NEXT button.

If you are selecting to save this to a folder that does not exist, the WINDOWS Operating System will allow you to save and create the folder at the same time. Simply follow the screen queries. 'NO' will return you back to the previous menu and allow you to re-enter a path, 'YES', will continue the process.

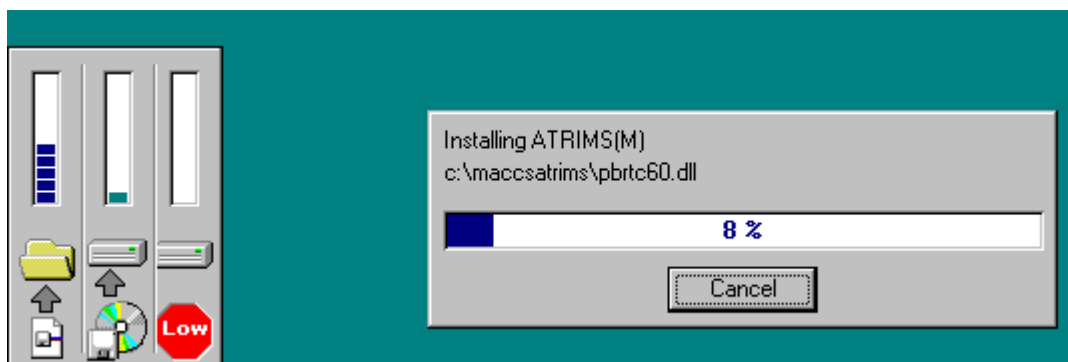


After selecting to create the folder, the next screen will appear:
 This example is stating that the setup will create an ICON on the program folders called ATRIMS98 (**The name displayed will be the name you entered**).

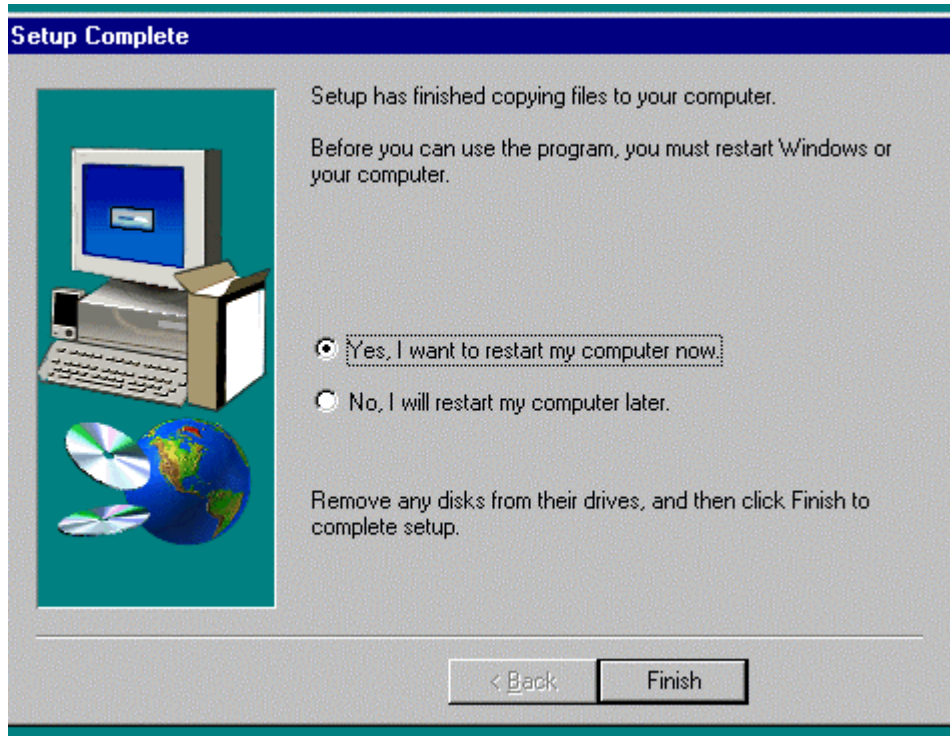


Click on the NEXT button.

The following screen shows the installation process progress.



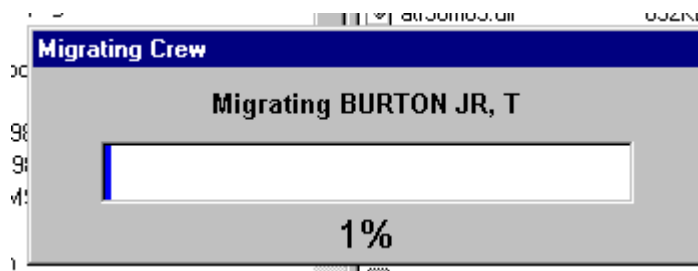
Once this is complete, the following screen will appear:



At this screen you can select to restart your computer after the installation or you can choose to restart it later. Click on the **FINISH** button.

2. Migrating your information.

The following process will allow you to integrate your current database into the new application. You will need to go to the **WINDOWS EXPLORER** and locate the folder that you used to install the system. Double-Click on the **MIGRATE.EXE** file. This will begin the conversion process and bring in all of the data from your current ATRIMS98. The migrate process can only be used if you are installing the new application onto the same machine as you were using for your ATRIMS98.



Once the Migration is completed, the following screen will appear:

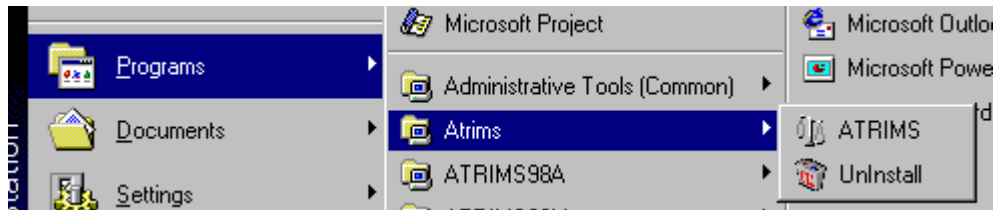


Click on the OK button.

**NOTE: IF YOU ARE USING THIS SYSTEM FOR THE FIRST TIME YOU
WILL NEED TO ENTER ALL OF YOUR CREW INFORMATION FROM SCRATCH.**

3.0 HOW TO USE THE SYSTEM.

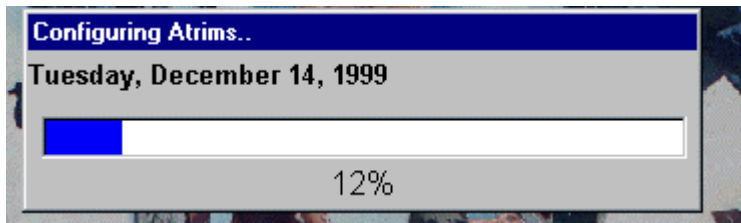
Click on your start bar, go to **Programs**, select ATRIMS (or the name you gave in the installation process), Select ATRIMS.



The following splash-screen will appear:



Each day when you start the system the following screen will appear:



Opening screen

This screen is showing you that the system is recalculating and configuring the ATRIMS database.

3.1 Main Menu

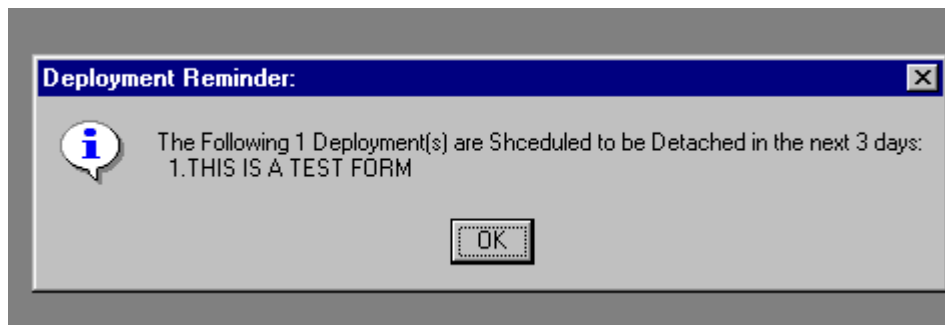
NOTE: If this is an initial installation and you have not loaded your syllabus files, your current syllabus is Version 'C' and can be downloaded from the T&E WebPages, (SEE SYSTEM DESCRIPTION FOR DOWNLOAD INSTRUCTIONS) you will not be able to enter any data in your crew member training information.

If you have done the Migration, all of your information will be loaded to the new system and you can begin working with your current data.

Main Menu

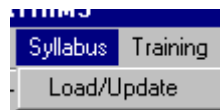


The next screen will be displayed each time you start the system And only serves as a reminder of any scheduled deployments.



3.1.1 Syllabus Information.

The following screen displays the options available under Syllabus:



NOTE: You will need to ensure that the drive/folder you have selected contains the files with the .dbf or .mdb extension. The download file is in a zipped format and will need to be unzipped to a folder/drive or diskette. There are 8 files that make up a syllabus. The file names are as follows:

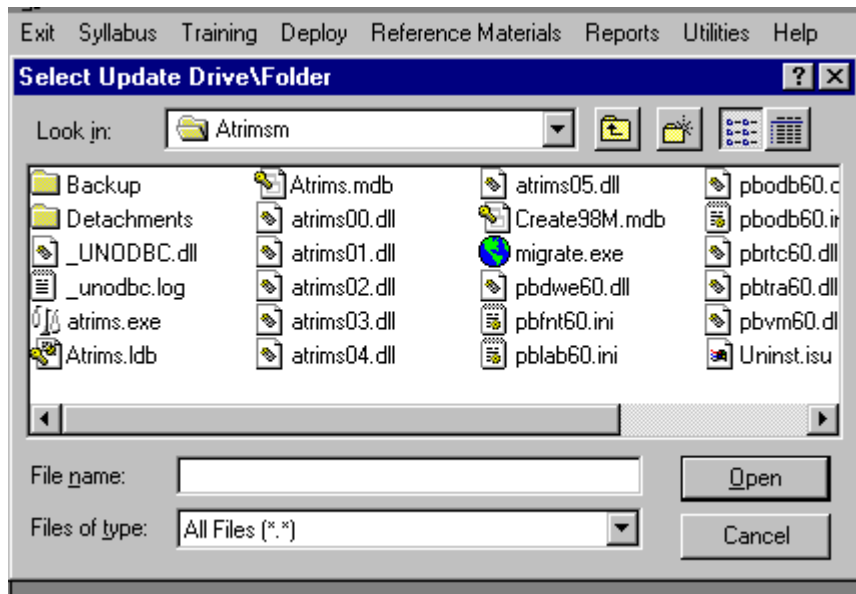
SYLORD.dbf	i3002F06.dbf
i3002F12.dbf	i3002TOE.dbf
I300CORE.dbf	I300F01.dbf
I300F02.dbf	I3002F05.dbf

3.1.1.1 LOAD/UPDATE

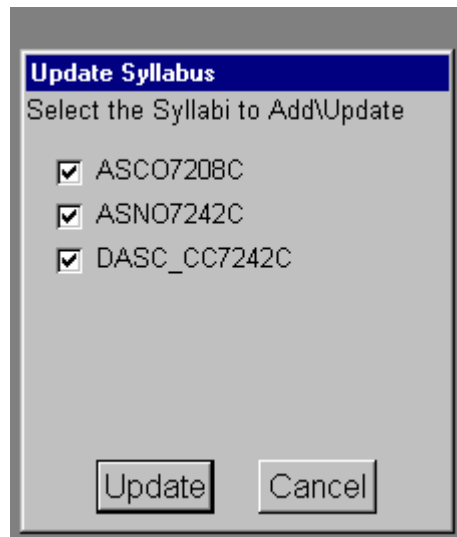
The Load/Update option allows you to either copy a syllabus into the system if it does not exist or it allows you to update/synchronize current information with a new version of the syllabus.

NOTE: The most current version of syllabus databases are version C. All version C databases may be downloaded from the T&E Division web site. If you are using either version A or B syllabi then you will be required to reenter all of the crew training codes for the new syllabus version once it is installed. There is no work around for an automatic updating process for your syllabus training information from version A or B to the version C syllabus. You will not lose any crew information (e.g. name, rank, ssn) when updating to the new syllabus. ATRIMS-M version 1-00 has fixed this problem and all future syllabus database updates will allow units to update automatically.

Recommendation: Once you have migrated your data from your previous Database, you may want to print a Transfer Data report for each person to ensure you capture all of the crew training codes currently in your system, prior to synchronization.

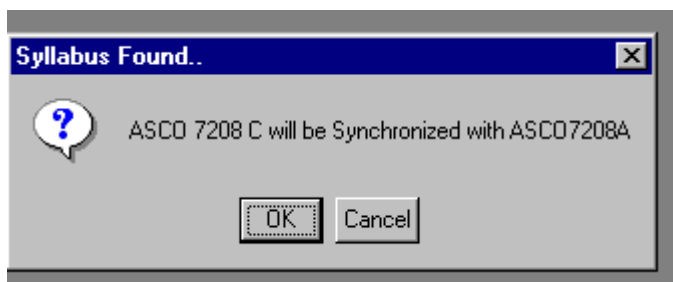


Select the file, and click on the OPEN button. The following screen will appear.

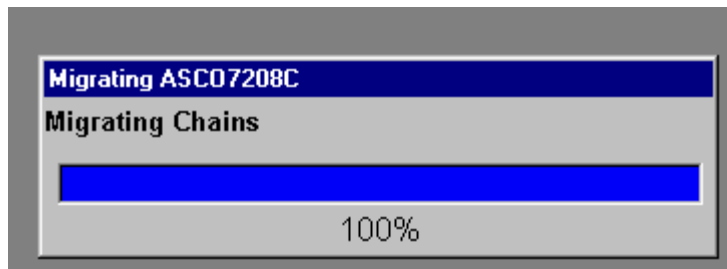


The above screen displays the Syllabus files that are available to be loaded from the drive/folder you have specified.

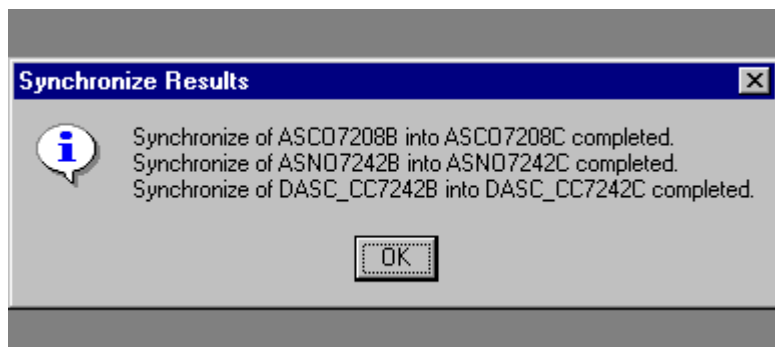
Click in the box of the syllabus file you wish to load or you can select all of them by clicking in each box, then click on the **UPDATE** button. After you have chosen the files to install, the system will display the results as each file is updated.



The system will go through screens similar to the one below:



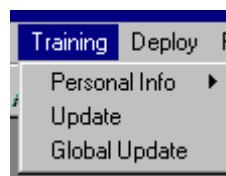
Once the synchronization has been completed you will get the following screen stating which syllabus was synchronized and that the process is complete. The message will also indicate if the Synchronization was not completed.



This option updates all personnel training databases with any changes included in the new syllabus.

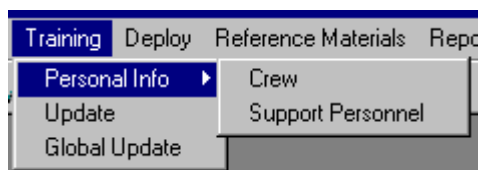
3.1.2 Training Information.

The second option is the Training menu. There are Three (3) options under the training menu.



3.1.2.1 Personal Information.

There are two options under **Personal Info**.



3.1.2.1.1 Crew.

This option allows you to begin loading your database, change any Personal information, delete personnel, merge personnel or track deployments.

Rank	Name	M
PFC	JXXNINGS, J	P
PFC	KXXE, R	M
PFC	MXXLAND, S.	M
PFC	PXXXX, B.	C
LCPL	LXXX, L	E
LCPL	SXXXR, J	J
LCPL	MAXXXE, E.	D
LCPL	HXXX, K.	A
LCPL	CHXXXXJR, R	M
LCPL	AXXXES, K.	D

a. ADD.

1. If this is your first time in the system or a new person checks into your unit, you will need to build your crewmember database. A blank Personal Information -->New Member window will appear. Enter the proper information in the appropriate fields. When finished entering information click the 'ADD' button.

NOTE: NAME, SOCIAL SECURITY NUMBER, RANK AND UNIT ARE REQUIRED FIELDS. YOU WILL NOT BE ABLE TO SAVE THIS RECORD WITHOUT THIS INFORMATION.

2. Click on the ADD button on the above screen and the following Screen will appear:

Name : [] M.I. : [] Rank : [] SSN : []

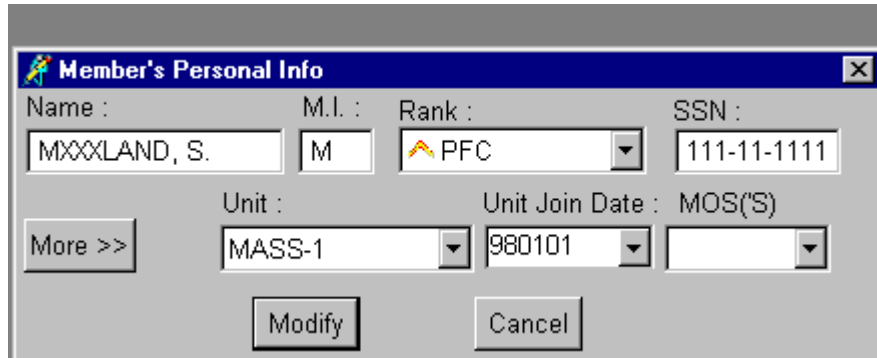
Unit : [] Unit Join Date : [] MOS(S) : []

[More >>] [Add] [Cancel]

Enter the data and click on the **ADD** button. Continue this process Until you have completed populating your crew member database.

b. **Modify.**

Select the members name that needs to be modified and click on the **MODIFY** button. The following screen will appear with their personal info:



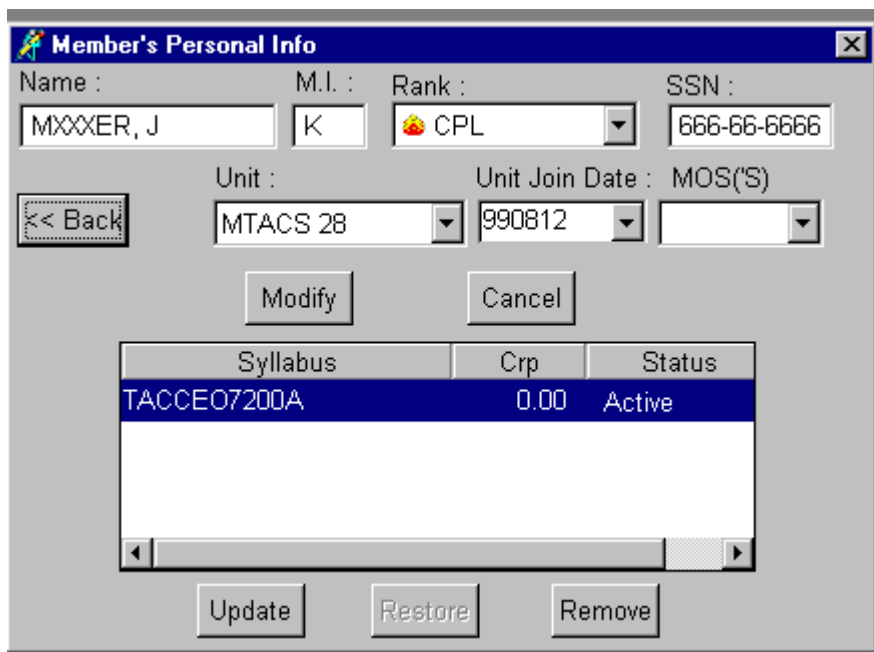
A screenshot of a software window titled "Member's Personal Info". It contains several input fields: "Name:" with "MXXXLAND, S.", "M.I.:" with "M", "Rank:" with a dropdown menu showing "PFC", and "SSN:" with "111-11-1111". Below these are "Unit:" with "MASS-1", "Unit Join Date:" with "980101", and "MOS('S):" with an empty dropdown. A "More >>" button is on the left. At the bottom are "Modify" and "Cancel" buttons.

This option allows you to change data within a persons personal information database.

You will notice a MORE Button on the **ADD** and **Modify** screens, can be used when a person is training in one or more syllabi.



If you clicked on the **MORE** button, the following screen will appear:



A screenshot of the "Member's Personal Info" window, similar to the first one but with additional features. It includes a "<< Back" button on the left. Below the "Unit" and "Unit Join Date" fields are "Modify" and "Cancel" buttons. At the bottom is a table with three columns: "Syllabus", "Crp", and "Status". The table contains one row: "TACCE07200A", "0.00", and "Active". Below the table are "Update", "Restore", and "Remove" buttons.

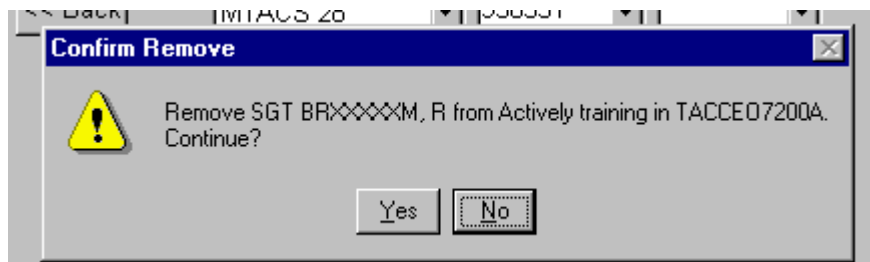
Syllabus	Crp	Status
TACCE07200A	0.00	Active

This displays the status of the syllabus the person is training in. You can update the persons CRP with the UPDATE button, If

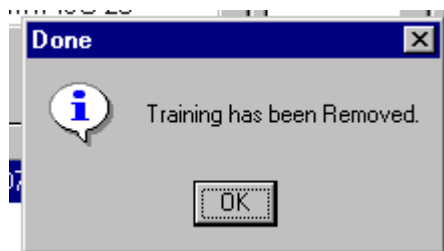
you selected the UPDATE Button, the system will re-calculate the persons CRP and the following screen will be displayed:



The **REMOVE** button is activated if the person is actively training in a syllabus. You will notice the status is listed on the on the right side of the screen after the current CRP. If you select to remove this person from actively training in this particular syllabus, the following screen will appear:



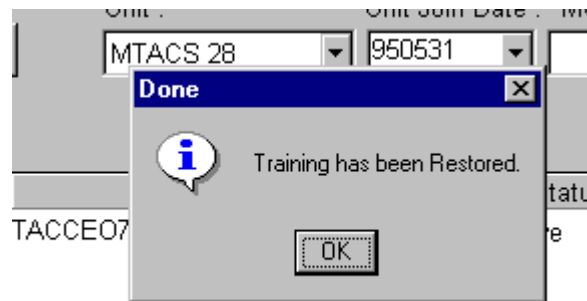
"NO" returns you to the Crew Personal Information Screen,
"YES" The system will notify you with the following screen:



You will now see that the persons training syllabus status has changed:

Syllabus	Crp	Status
TACCE07200A	0.00	Inactive

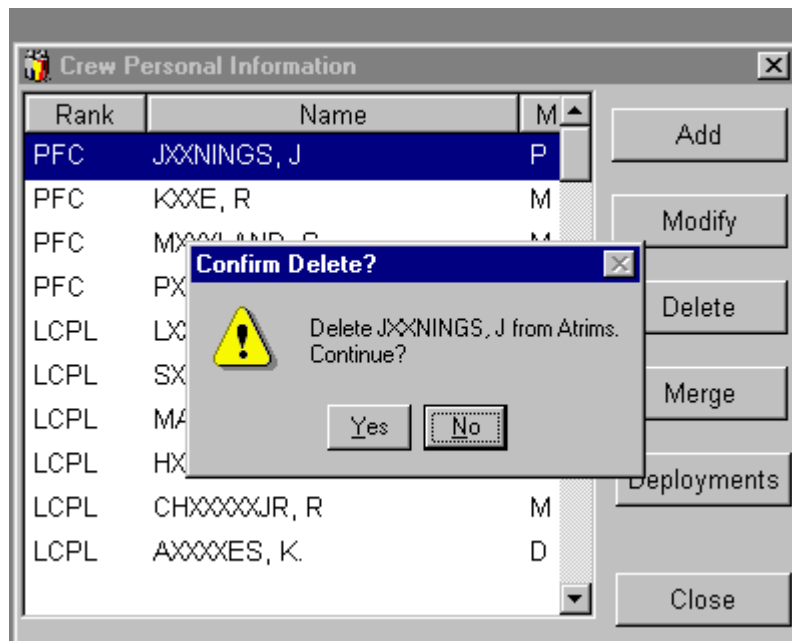
The person can be restored to active status. Click on the **RESTORE** button and follow the screen prompts:



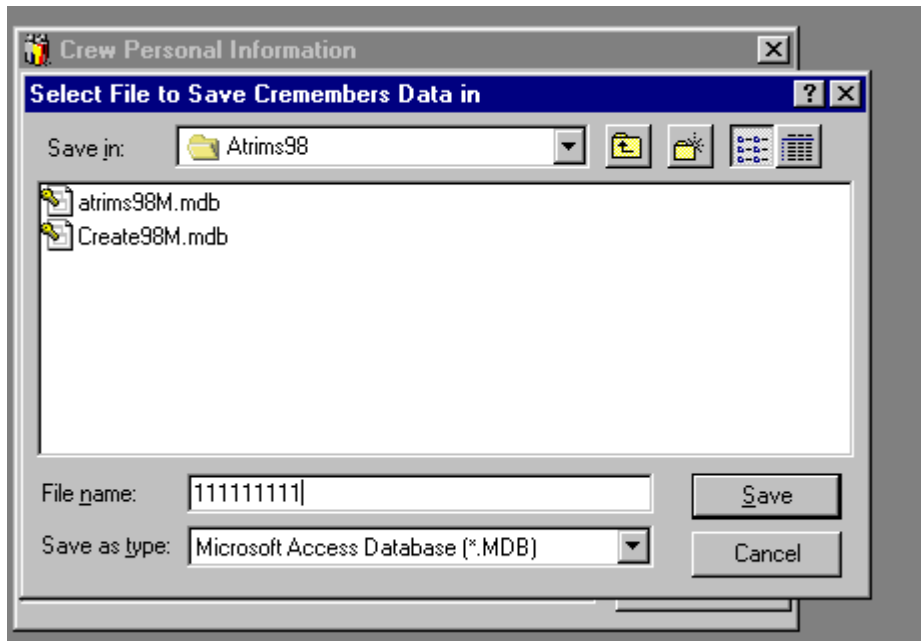
Click on the **OK** button to return.

c. Delete.

This is the **ONLY** place you can delete a person out of your system. When you choose to delete a person the system will automatically create a backup of the persons training and save it in an .MDB file. The default name for this file will be the persons Social Security Number. You may change the name. A transfer Data sheet will be displayed on the screen and can be printed at your request. The Transfer Data sheet is a print out listing all of the crewmembers training record.



"No", will return you to the Crew Personal Information Window.
"Yes", the following window will pop up:

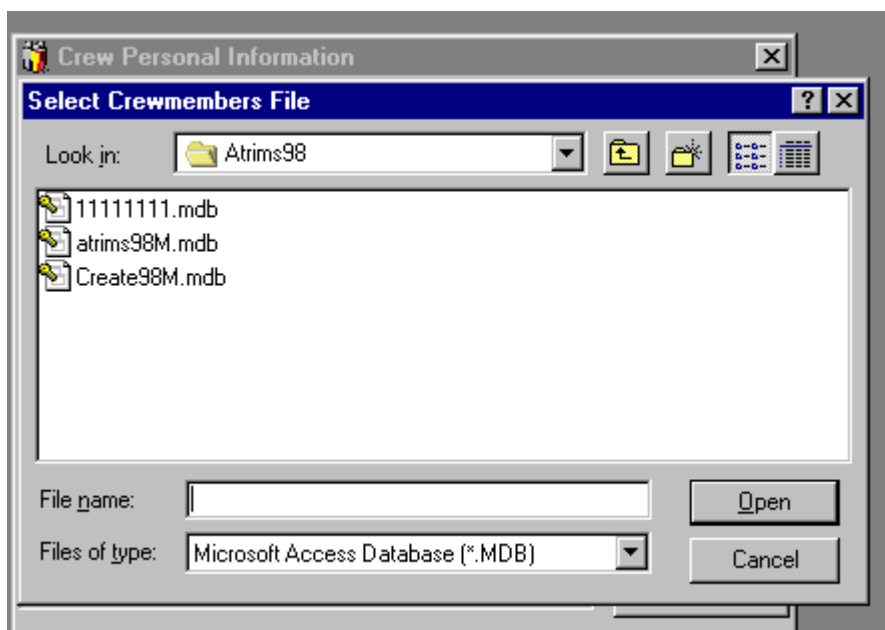


This allows you to save the persons information to a file where you designate using a filename you choose. **You must use file naming Standards. The system will not accept special characters, (i.e. /, ?, *,)etc.**

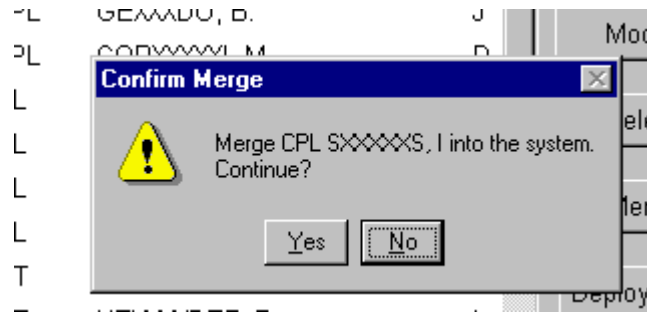
d. **MERGE.**

This option allows you to merge someone back into the system that was previously deleted. If you selected the **MERGE** option, the following screen will appear allowing you to select the file you want to merge back into the system.

The following screen displays the default drive that the file can be saved to and all .MDB files that would be in that folder:



Select the file to be **MERGED** into the system and Double-Click. You will be asked to confirm the Merge. The following screen prompts will appear:

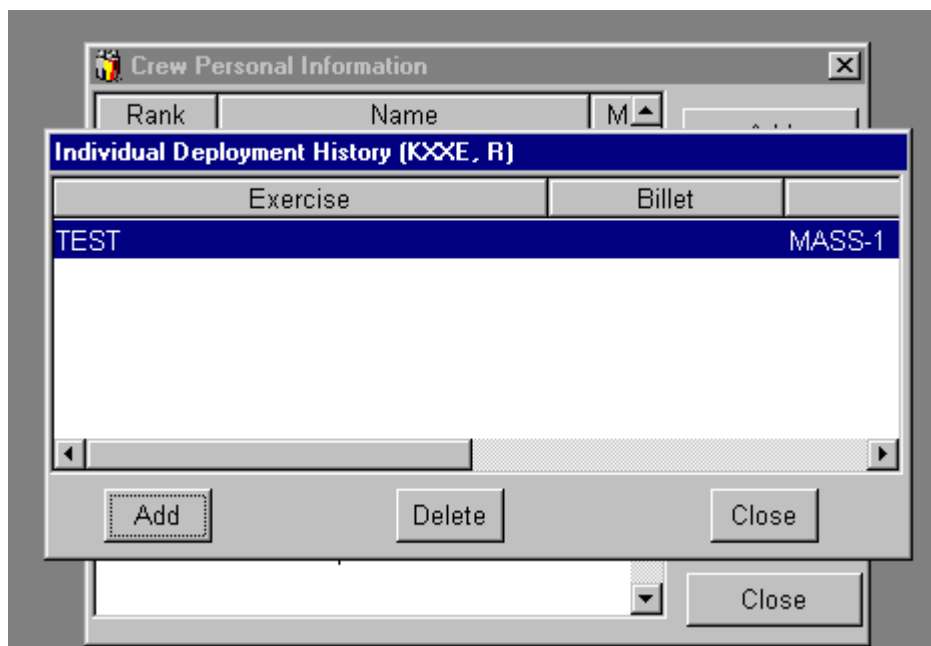


"NO" , returns you to the selection menu.

"YES", merges a previously deleted individual back into the system.

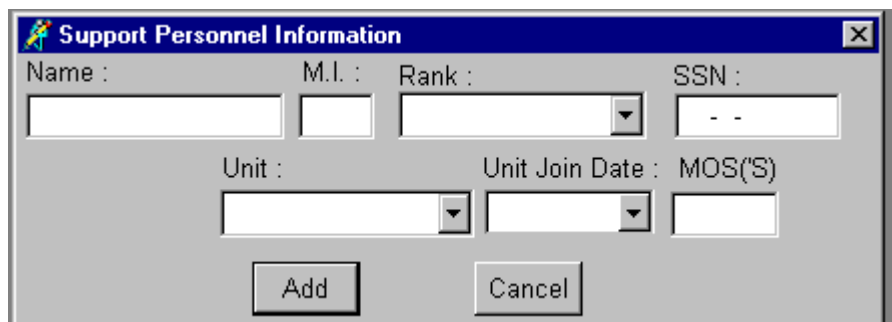
e. **DEPLOYMENT.**

This is an option that allows you to keep a historical record of the persons deployments. The following screen lists the deployments the individual has been attached to. You can **ADD** to this list, or you can delete a deployment.



3.1.2.1.2 Support Personnel

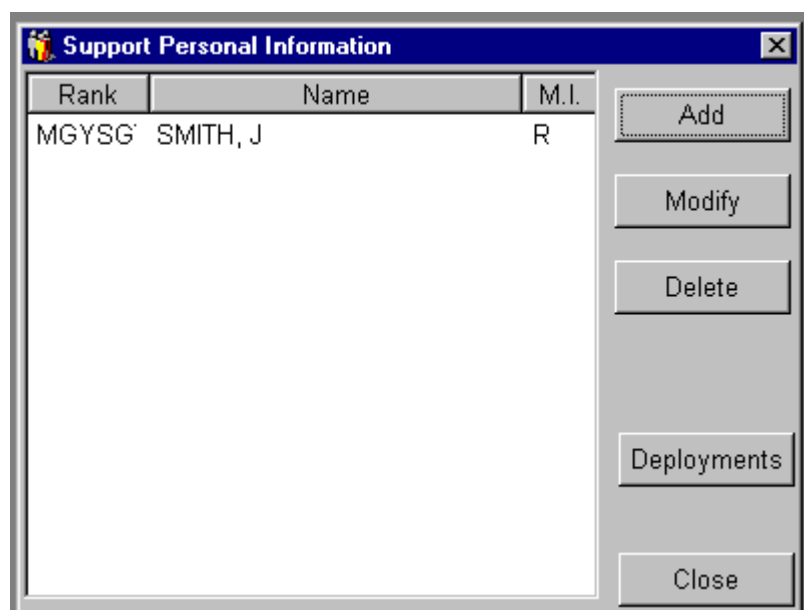
a. ADD.



The dialog box titled "Support Personnel Information" contains the following fields and controls:

- Name :
- M.I. :
- Rank :
- SSN :
- Unit :
- Unit Join Date :
- MOS('S) :
- Buttons: Add, Cancel

This is what the Support Personal Information --> New Member window should look like when you are entering new Support Personnel to your system. When finished entering information click the **ADD** button. You will return to the Support Personal Information window where you can enter a more support personnel, or you may choose **CANCEL** to exit the window.



The dialog box titled "Support Personnel Information" displays a list of personnel with the following columns: Rank, Name, and M.I.

Rank	Name	M.I.
MGYSG	SMITH, J	R

Buttons on the right side of the dialog box:

- Add
- Modify
- Delete
- Deployments
- Close

b. Modify.

If you are choosing to **MODIFY** this file, highlight the person, and select the **MODIFY** button. The following screen will appear:

Support Personnel Information

Name : SMITH, J M.I. : R Rank : MGYSGT SSN : 333-33-3337

Unit : MTACS 28 Unit Join Date : 991227 MOS(S) : 7444

Add Cancel

After selecting the record, make your modifications, as displayed below:

Support Personnel Information

Name : SMITH, J M.I. : R Rank : WO SSN : 333-33-3337

Unit : MTACS 28 Unit Join Date : 991227 MOS(S) : 7444

Modify Cancel

Click on the **MODIFY** button.

The following screen will appear with the changes displayed.

Support Personal Information

Rank	Name	M.I.
WO	SMITH, J	R

Add

Modify

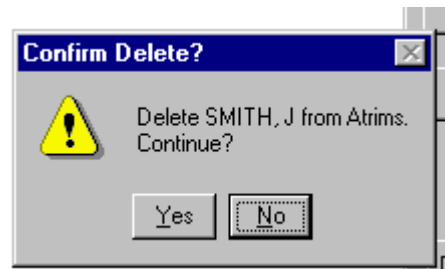
Delete

Deployments

Close

c. Delete.

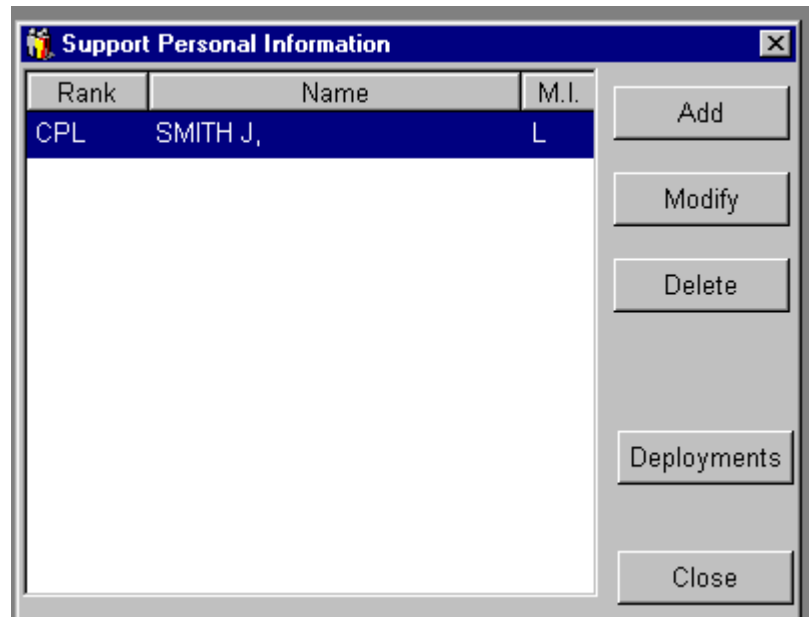
The delete function basically works the same as it does for the Crew Information. If you selected to delete a Support personnel The system will ask for a confirmation response as shown below:, If you answer **"YES"**, the person will be deleted from the system.



d. Deployments.

This is an option that allows you to keep a historical record of the Support personnel's deployments. The following screen lists the deployments the individual has been attached to. You can add to this list, or you can delete a deployment.

Click on the Deployments button and Select a Support Personnel name:



Click on the Deployments button and the following screen will be displayed:

Rank	Name	M.I.	...
Individual Deployment History (SMITH J.)			
Exercise	Billet		
THIS IS A TEST	CLERK	MASS-1	

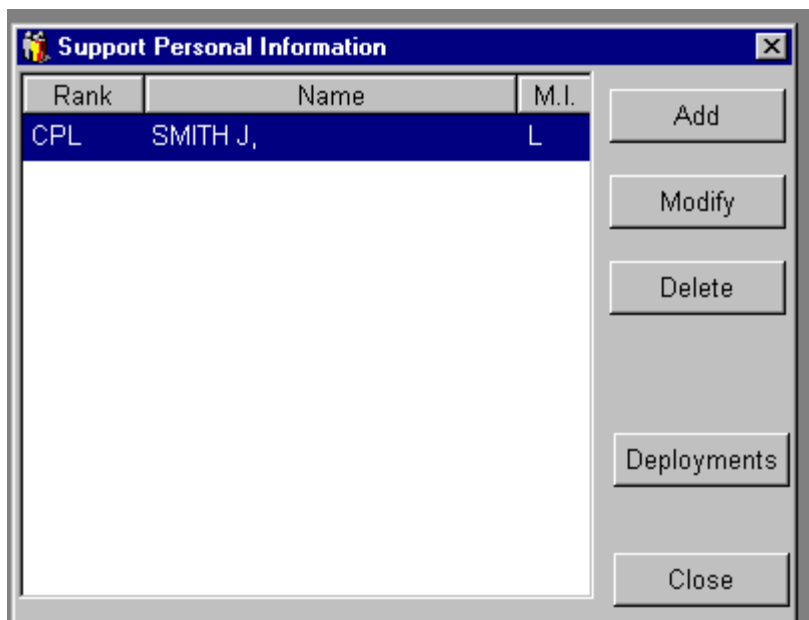
Click on the **ADD** button and the following screen will appear:

Rank	Name	M.I.	...
Add Deployment			
Unit :	MASS-1		
Exercise	THIS IS A TEST		
Detach :	000103	Total Days	
Return	000108	6	
Billet :	EXTRA		
<input type="button" value="Add"/>		<input type="button" value="Close"/>	

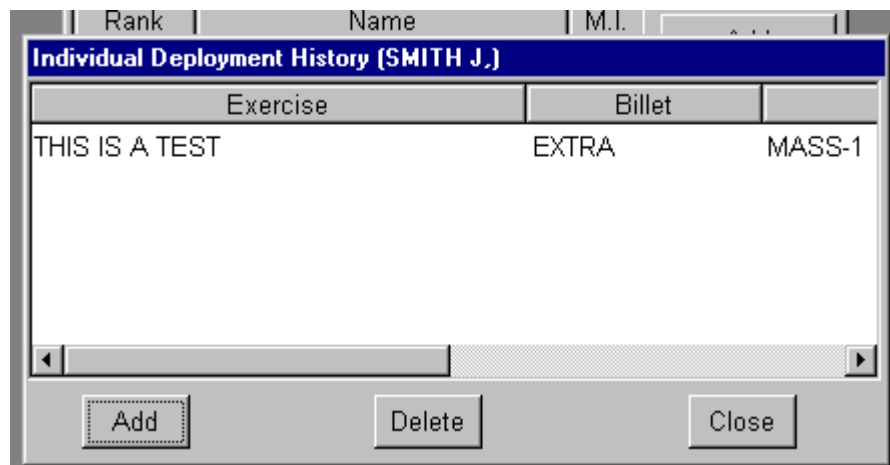
Enter all the appropriate information in the fields and click on the **ADD** button. The following screen will appear with the information You entered.

Rank	Name	M.I.	...
Individual Deployment History (SMITH J.)			
Exercise	Billet		
THIS IS A TEST	EXTRA	MASS-1	

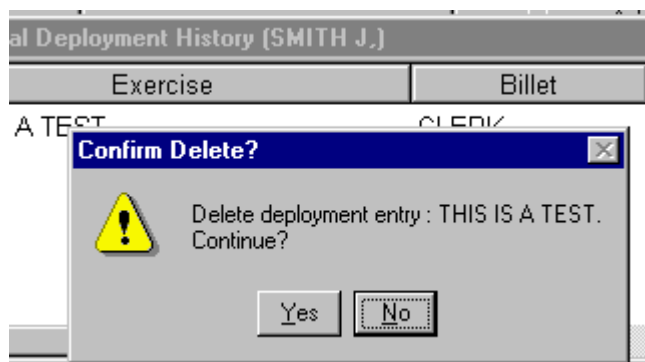
To **DELETE** a Support Personnel from a chosen Deployment, Click on the individual crew name.



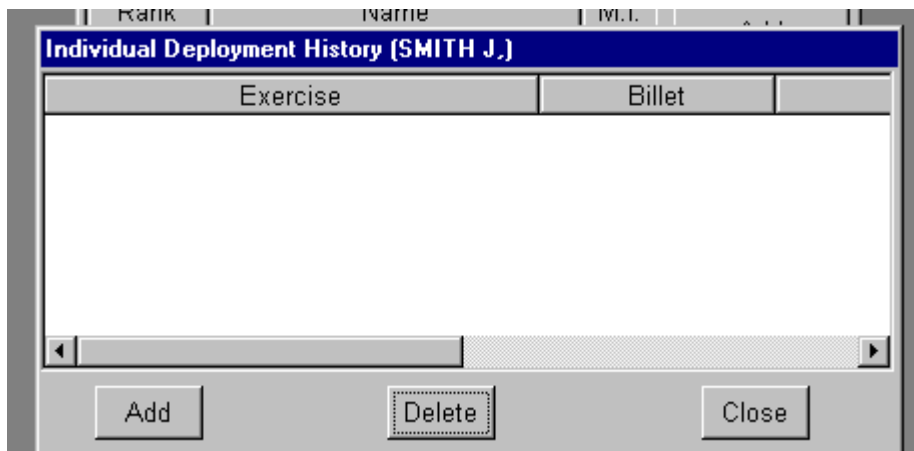
Once you have selected the person to delete, Click on the Deployments button and the following screen will appear:



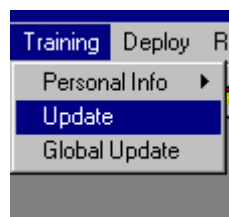
Click on the **DELETE** button, the delete confirmation window will appear:



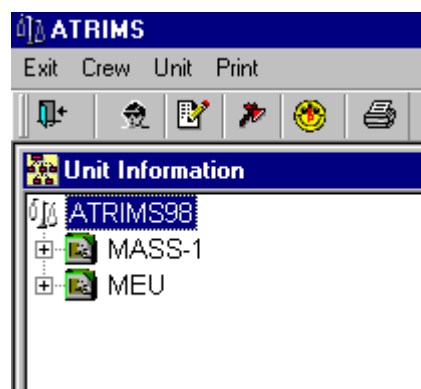
After clicking the **"YES"** button, the following screen will appear, showing that the deployment was deleted. Click on the Close button to leave this function.



3.1.2.2 Update.



After selecting the Update option from the main menu, the following screen will appear:



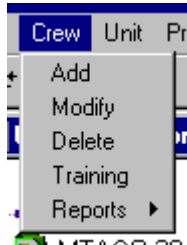
a. Crew.

ATRIMS98 will be listed when you first go into the Update option window. Please remember you must first enter Unit information prior to adding any crew training information. Follow the Unit Add in paragraph b. below, if you have not added unit information prior to using this option.

1. **Adding Crew member information.**

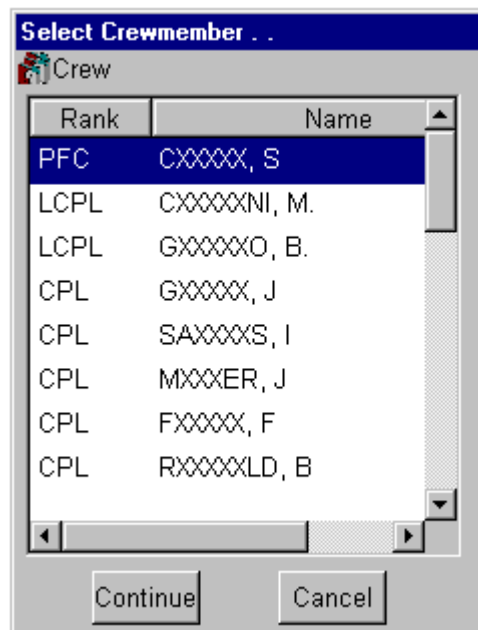
NOTE: ALL OF THE FUNCTIONS CAN BE SELECTED EITHER FROM THE OPTIONS ON THE MENU BAR OR BY USING THE RIGHT MOUSE BUTTON.

If you have already added a unit or if you have merged your previous database information, you will be able to add crew members and their training information under the unit in which they will be training. To add crew to a unit you can go through the following steps as demonstrated in the following screens:



Highlight the **ADD** option:

A crew list box will appear listing all available personnel:



After selecting the person you want to add, the following screen will appear, enter the syllabus in which this person will be training in (the drop down option will be activated if there are more than one syllabus in the database. You will be able to select any syllabus that exists in the database), the Crew Join Date and the Position Date will be the current date (these are **optional** fields):

LCPL GXXXXX0, B.

Syllabus	Crew Join Date
<input type="text" value="TACCO7200A"/>	<input type="text" value="991229"/>
<input type="text" value="TACCO7500A"/>	Position Date
	<input type="text" value="991229"/>
Live Time	Sim Time
<input type="text" value=".00"/>	<input type="text" value=".00"/>
<input type="button" value="Add"/>	<input type="button" value="Cancel"/>

After you have completed the above screen and clicked on the **ADD** button, the following screen will appear and display the crew name under the selected Unit Name.

Rank	Name	CRP
LCPL	CXXXXXNI, M.	60.00

You can now add training codes to a Crew Members database.

NOTE: If you have no units listed you will first want to add them. Click on the Unit option on the menu.

2. Modifying a crew member record.

Select the crew personnel you wish to work with. Click on the **MODIFY** option and the following screen will appear:

SGT SXXXXXXN, T

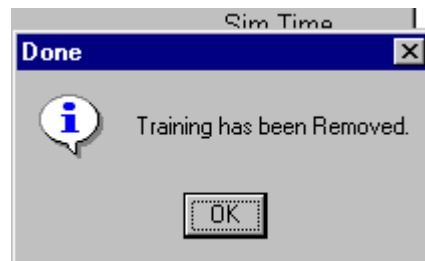
Syllabus	<input type="button" value="Remove"/>	Crew Join Date
<input type="text" value="TACCO7200A"/>		<input type="text" value="980411"/>
Position		Position Date
<input type="text" value="REC"/>		<input type="text" value="980817"/>
Live Time		Sim Time
<input type="text" value="1.00"/>		<input type="text" value=".00"/>
<input type="button" value="Modify"/>		<input type="button" value="Cancel"/>

This screen allows you to change a crew members syllabus or allows you to remove this crew member from the current syllabus.

If you click on the **Remove** button, the following will occur:



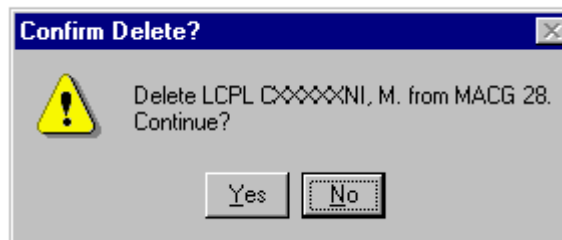
If you select **"YES"**, the following will confirm your selection:



The specified crewmember will be posted as inactive.

3. **Deleting** a crew member record.

Select the Crew member you want to delete from the system



If you selected **"YES"**, The person is deleted from the Unit they were training in.

4. **Training.**

This is the part of the program that you can enter each persons training codes from the syllabus that you selected. The following screen should appear:

Training TXXXXL, L (TACC 0)

Training TACCO7200A QUALS Equipment Deployments

Event	Date	Time	Total Time	Condition	Complete
SYS 200	980717	20.00	20.00	Sim	980717
SYS 201	980717	20.00	20.00	Sim	980717
SYS 202	980717	20.00	20.00	Sim	980717
SYS 203	980717	20.00	20.00	Sim	980717
SYS 204	980717	20.00	20.00	Sim	980717
CBC 210	980717	20.00	20.00	Sim	980717
CBC 211	980717	20.00	20.00	Sim	980717

Desc : OP COMM EQUIPMENT

History ->

Remarks :

Modify Delete Close

This screen will display with no information at all if this is the first time you are entering a persons training information.

In this tab you can **Modify** and/or **Delete** training information in a Persons training database and allows you to see a description of the Selected code.

If you selected to **modify** a code, highlight the code and click On the Modify button. The following screen will appear:

Modify Event 240 OPS

Start Date : 981201 Complete

Last Date : 990702 981206

Last Time : 00 Total Time : 32.6 18.60

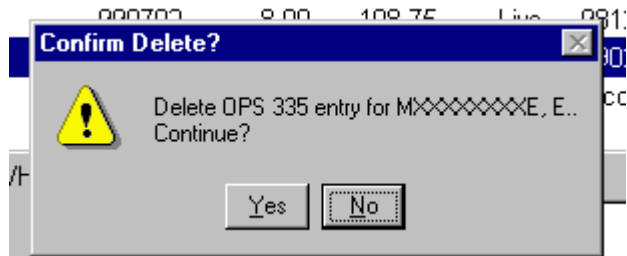
Live ☒ Sim ☐

Comments :

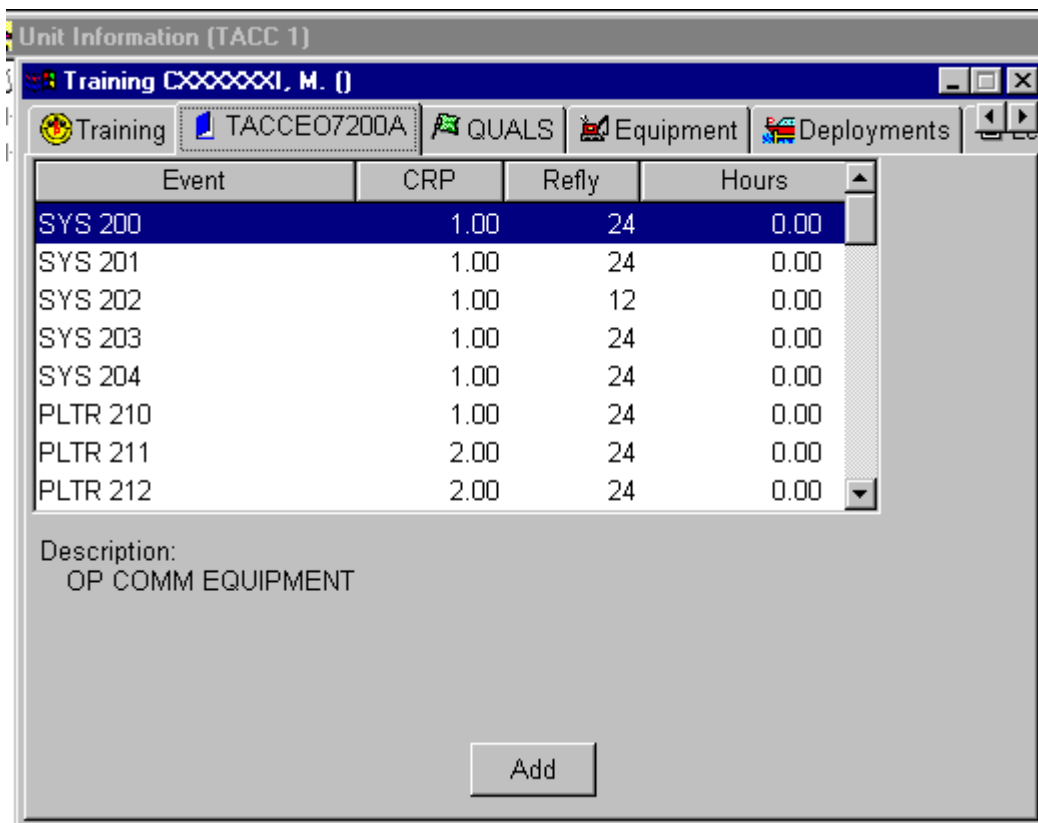
Modify Close

Make the appropriate modification and Click on the Modify button.

If you selected to **Delete** a code, highlight the code, and click on the Delete button. The following confirmation screen will appear:



The next tab is the **SYLLABUS** tab and will contain all training codes that are in the syllabus. This is where you **ADD** the persons training codes that they have performed.



Select a code and either double-click on the selected code or Highlight the code and click on the **ADD** button.
The following screen will be displayed:

Add Event 242 OPS

Start Date: 991213 Live Time: .00 ☐ Complete

Last Date: 991213 Sim Time: .00

Last Time: .00 Total Time: .00

Live ☒ Sim ☐

Comments:

Add Close

Fill in the appropriate information in the boxes. Please note that you can add a training code without giving CRP credit. In order for the person to receive credit for this code you must click in the **Complete** box and put in the completion date.

The next tab is the **QUALS** tab.

Training FXXXXX, F ()

Training TACCO7200A **QUALS** Equipment Deployments

QUAL	TIME	DATE	T&R TIME

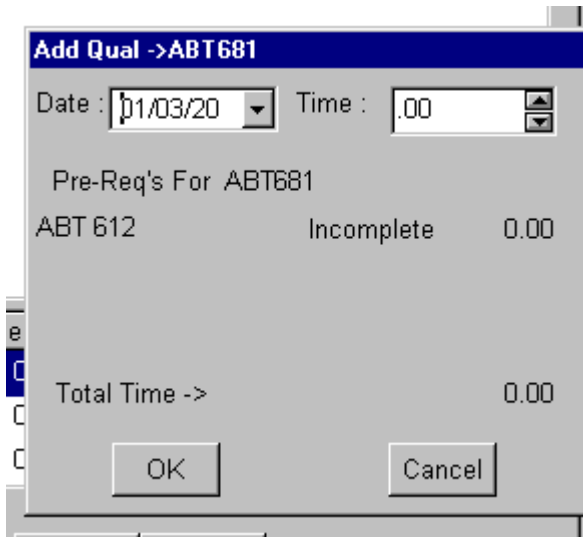
QUAL	Qual Time
ABT681	0
AC2481	0
ACO282	0

Add Delete

This is where you can add Quals to the persons database. The system displays the available **QUALS** codes within the syllabus. Select the code you want to add and either double-click on the selected code or Highlight the code and click on the **ADD** button. You will be required to fill in the information.

Click on the OK button. Please note that the pre-requisite Codes will be displayed as well. The system will allow you to

add the Qual code even if the pre-requisite code is entered as Incomplete. **This will not change the status of the incomplete Code.**



The dialog box titled "Add Qual -> ABT681" contains the following elements:

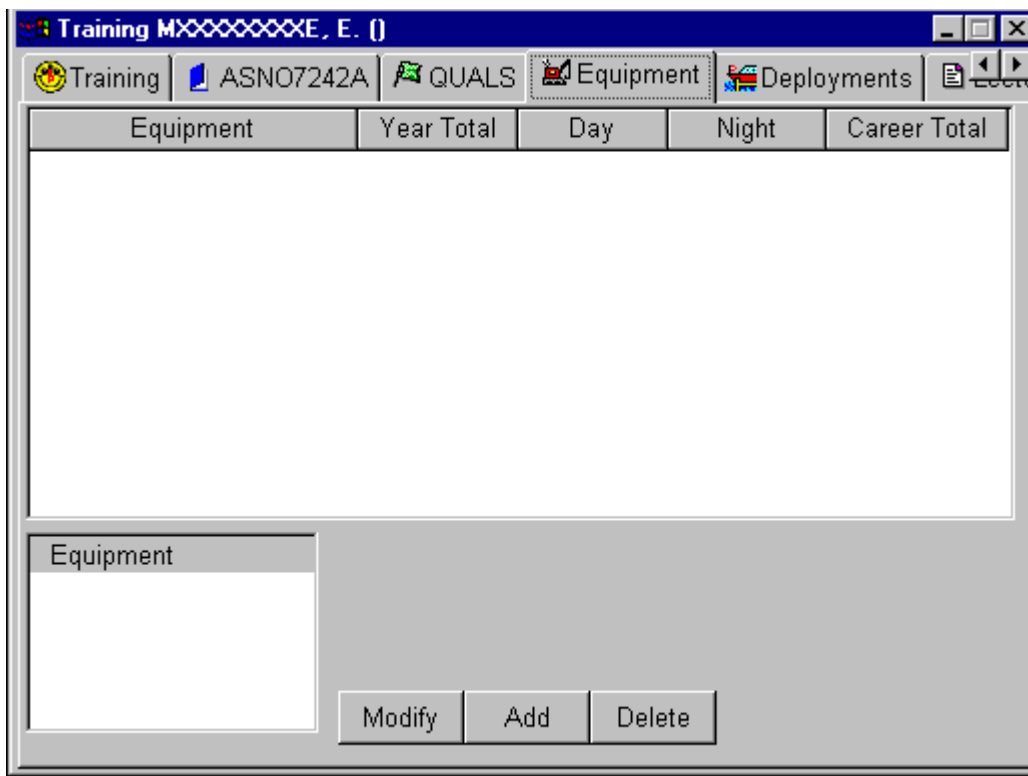
- Date: 01/03/20 (dropdown menu)
- Time: .00 (spin box)
- Section: Pre-Req's For ABT681
- Table with 3 columns: Qual Code, Status, and Time.

Qual Code	Status	Time
ABT 612	Incomplete	0.00

Total Time -> 0.00

Buttons: OK, Cancel

The next tab is the Equipment tab.



The window titled "Training MX00000000E, E. ()" has the following tabs: Training, ASNO7242A, QUALS, Equipment (selected), Deployments, and Reports. The Equipment tab is active, showing a table with the following columns:

Equipment	Year Total	Day	Night	Career Total
-----------	------------	-----	-------	--------------

At the bottom left, there is a section labeled "Equipment" with an empty text box. At the bottom right, there are three buttons: Modify, Add, and Delete.

The EQUIPMENT table is empty. This allows you to determine what type of equipment you want to track. Click on the **ADD** button. The following screen will appear:

19.75

Add Equipment

Enter Equipment Code to be added to Syllabus ASNO7242A.

5444-333

OK Close

Add your equipment information in the box and Click on the OK button. The following will appear listing the equipment that you entered

Equipment

5444-333

Now you can select the equipment you want to add to this crew members training database. Highlight the code and click on the ADD button. Once this is complete the following screen will appear:

Add 5444-333

Jan	.00		000101	Jul	.00		000701
Feb	.00		000201	Aug	.00		000801
Mar	.00		000301	Sep	.00		000901
Apr	.00		000401	Oct	.00		001001
May	.00		000501	Nov	.00		001101
Jun	.00		000601	Dec	.00		001201

Totals

Day :	Night :	This Year:	Career :
.00	.00	.00	.00

Add Close

The above screen will allow you to track time spent, condition Performed under(day/night) and date last performed on a certain piece of equipment by month. This will be tracked monthly and no future months can be filled in. After you have added the equipment information, the results will be listed on the screen, Example as follows:

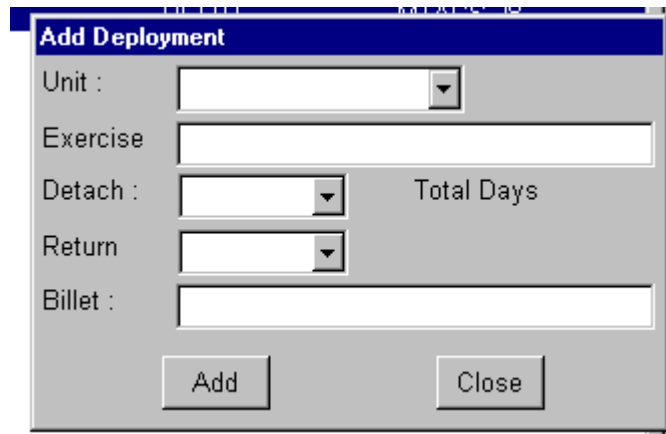
Equipment	Year Total	Day	Night	Career Total
5444-333	2	2	0	2

NOTE: ONCE YOU HAVE ENTERED AN EQUIPMENT CODE FOR ANY CREW MEMBER, IT WILL BE AVAILABLE TO ADD TO ALL CREW MEMBERS RECORDS THAT ARE WORKING WITHIN THE SAME SYLLABUS.

The next tab will be Deployments tab.

Training SAXXXXX, I (tester)		
Exercise	Billet	
CAX 9	PLTR	MTACS 28
JTFEX	RECORDER	MTACS 28
WTI 1-99	RCDR	MTACS 28

Add Delete



Add Deployment

Unit :

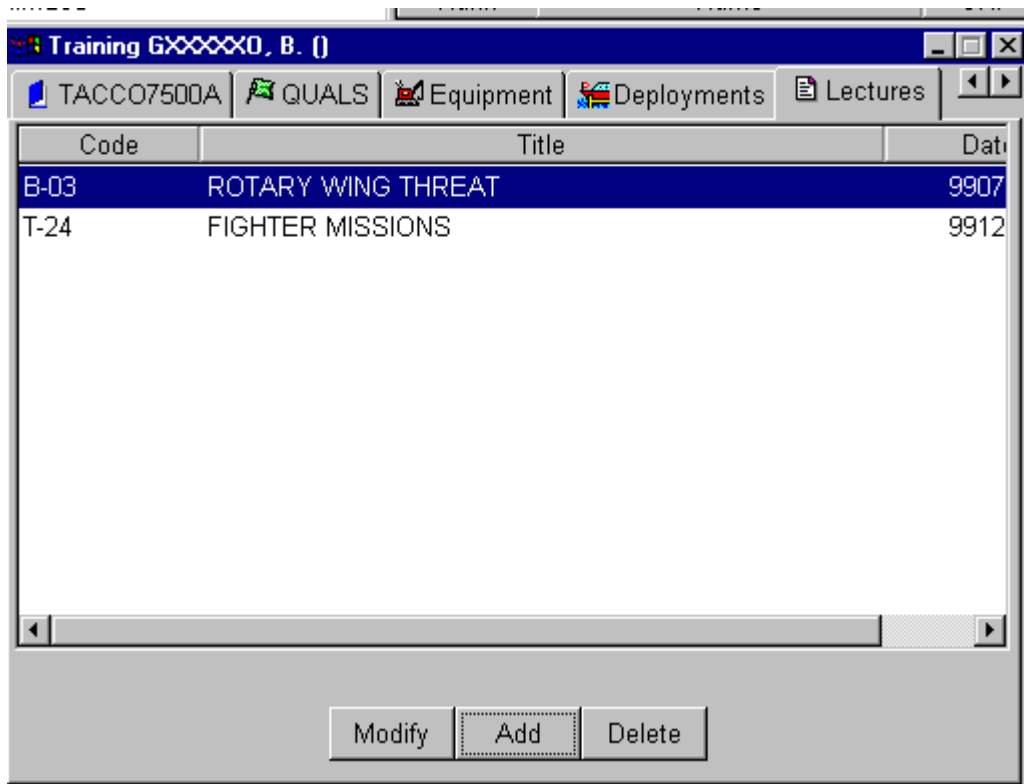
Exercise

Detach : Total Days

Return

Billet :

The next tab is **Lectures**. This screen displays the crew members completed list of Lectures.



Training GXXXXX0, B. ()

TACCO7500A | **QUALS** | Equipment | Deployments | **Lectures**

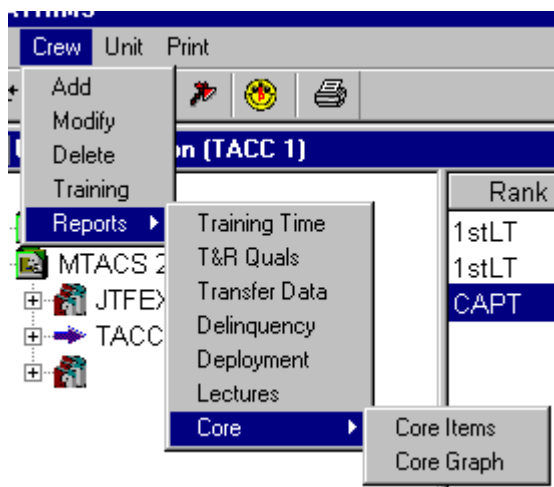
Code	Title	Date
B-03	ROTARY WING THREAT	9907
T-24	FIGHTER MISSIONS	9912

To Add lectures to a crew members database, click on the **ADD** button. A Lectures list screen will appear:



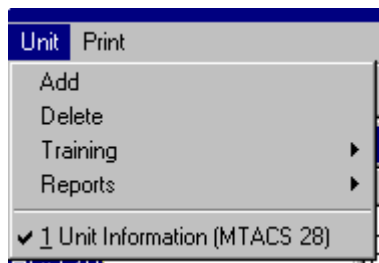
Select the lectures to be added, and enter a date, click on the OK button. You have the capability add more than on lecture at a time, by clicking on the Lecture names.

5. Crew Reports.

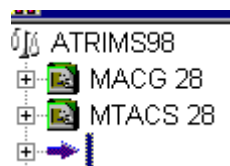


These reports are available through the **REPORTS** Option Window and examples will be found in the reports section. You can get a report from this window option by selecting the individual and either selecting reports or by clicking on your Right Mouse button.

3.1.2.2.2 Unit.



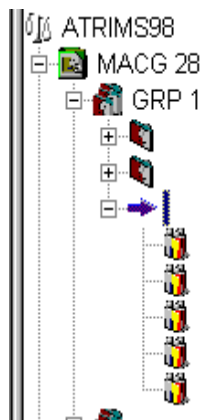
1. ADD a Unit



Double-Click in the Blue area and type a Unit name.



You can add a Crew, a Section and A Team to the unit you just added. Double-click on the unit name and when you get to the crew level double-click to add a section and at the section level, double-click to add a team. As you make your selection each one will appear. You can add up to 3 Crew, 3 Sections and 5 Teams under each Unit. As demonstrated in the screen below:

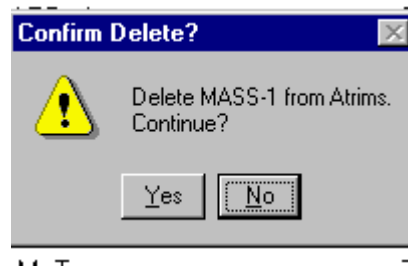


You can now add Crews, and training information to the unit.

2. Deleting a Unit

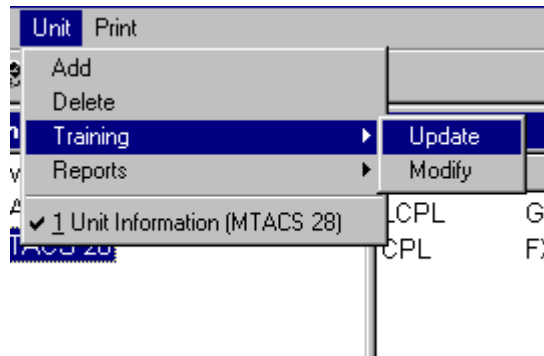
Select the unit to be deleted. Either select delete from the Unit menu option, or Click on your right mouse button.

The following screen will appear confirming the delete.



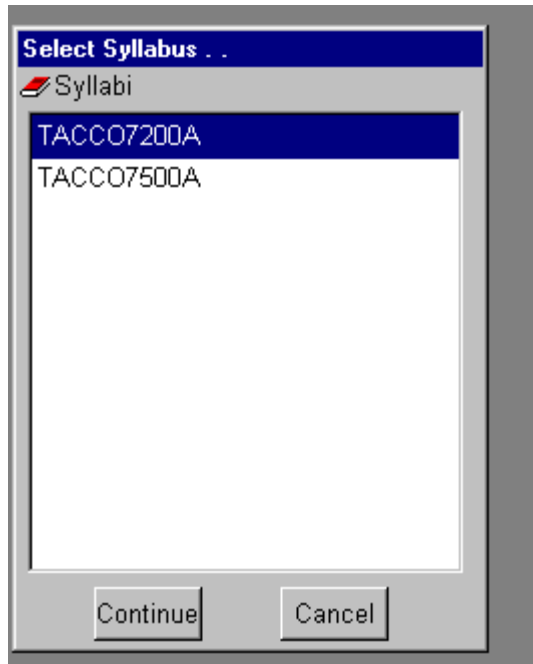
3. Training

The following are training options that are preformed as a unit. Select a Unit Name, then select Unit from the top menu. There are two options to choose from.



- a. Update Unit training.

NOTE: When adding a NEW unit you can create the unit, then right click on the unit name to begin adding training codes. Select Update, and the following screen will appear: You can select the syllabus you want the unit to train under.

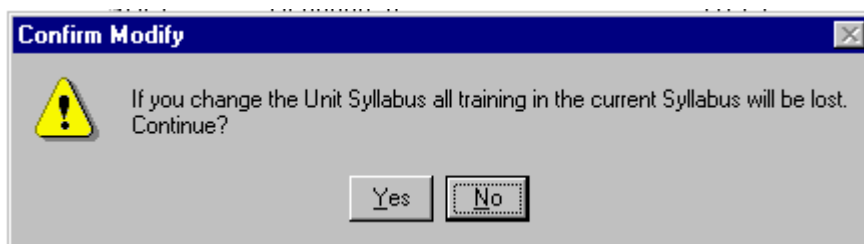


Once you have selected your syllabus, you can begin adding training codes to the unit training.

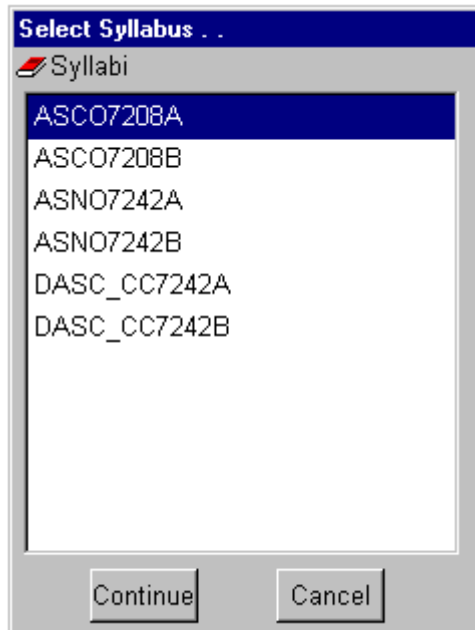
Click on the CONTINUE button.

All options as displayed in the Crew Section above, are available under the Unit Section.

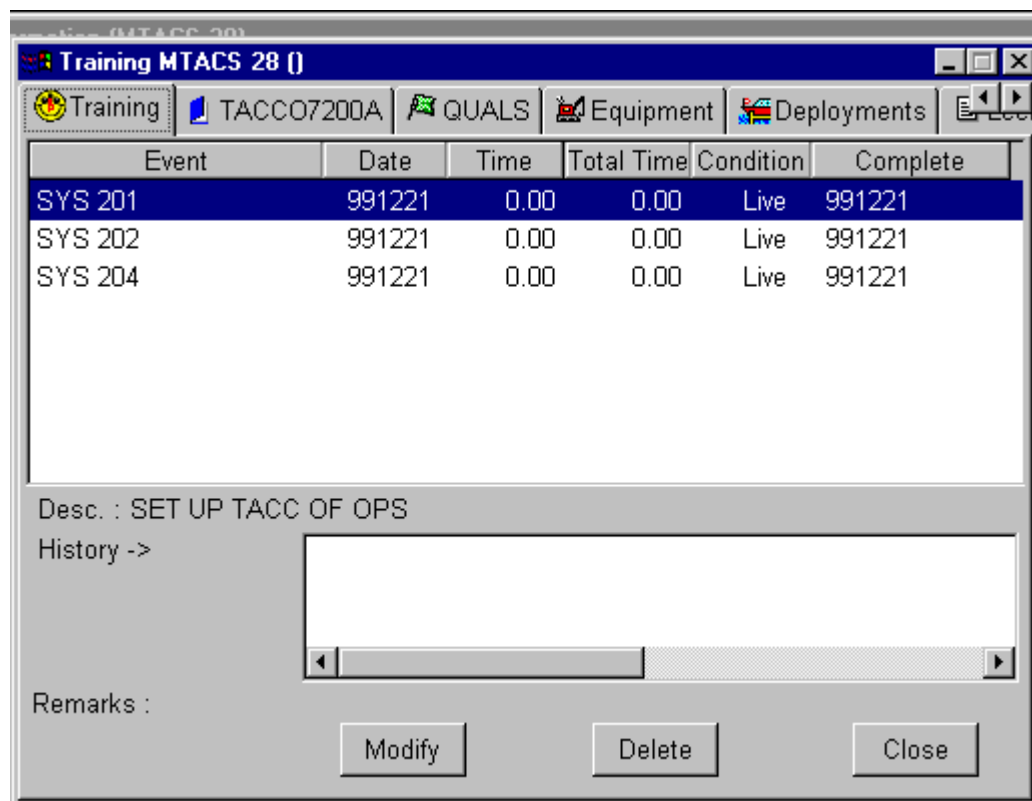
b. Modify Unit training.



If you select "YES", the following screen will appear listing the syllabi available for training under:

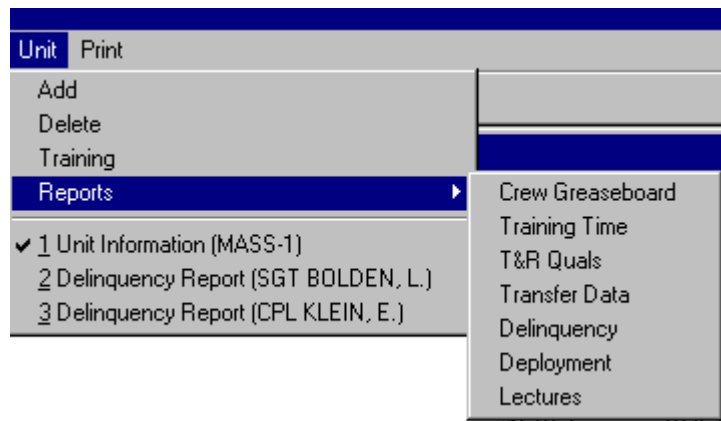


Select the syllabus name and click on the **Continue** Button:



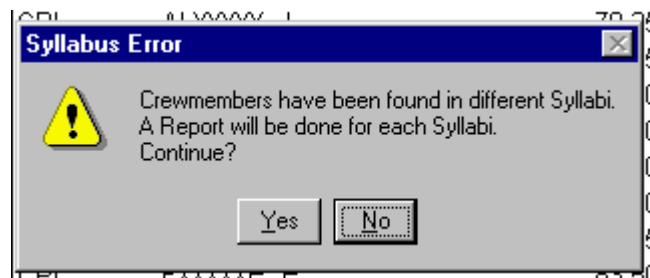
These options can be used as explained above.

4. Reports

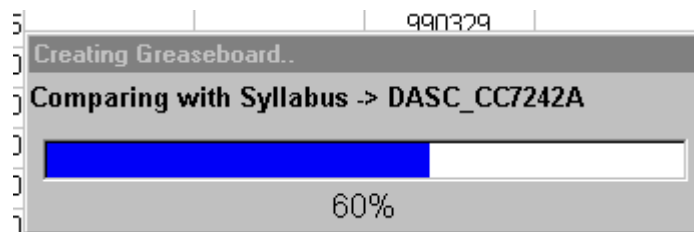
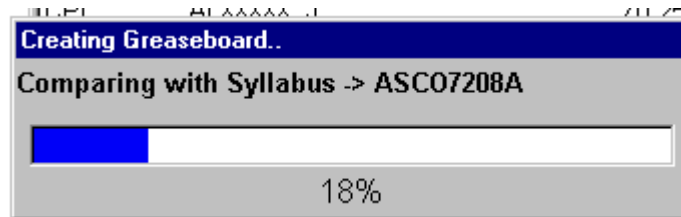


a. Crew GreaseBoard Report:

If there are multiple crewmembers found that have different Syllabi, the following message will appear:



The system will calculate each syllabus.



The following will be the results of the GreaseBoard report:

GreaseBoard Report (con't)

MASS-1 (ASC07208A)					
MASS-1 (ASN07242A)					
MASS-1 (DASC_CC7242A)					
		000110	Event	201	205
		MASS-1	Event Name	206	
			CRP	SYS	
			Refly		
C>			Desc. ->	PASS PAT	CONDUCT
D>	JX		CRP	MTAUTI EQUIP	BRIEFS
G>	K>	RAXXXXXXXXXL, K.	72.50		IDENTIFY COMM
K>	M>	DXXXXXXXXXS, K.	88.25		PRBLMS
M>	F>	GXXXXXE, R.	77.00	990408 X	990724
W>	L>	JXXXXX, H.	80.50	990105 X	990408
B>	R>	MCXXXXXXK, R	78.75	981022	980710
G>	S>	SXXXXXD, G	60.00		980617
H>	AL	AXXXXXD, K	84.25		971003
M>	AL	NXXXXX, D.	92.00		971003
M>	A>	SXXXXXXA, R	60.00		980917
P>	B>	WIXXXXXX, W.	78.75		980917
P>	C>	BXXXXXR, J	98.50		980506
	E>	CAXXXXXXA, J	98.00		951229
					951229

b. Training Time Report

000110 ATRIMS TRAINING TIME REPORT MASS-1					
Rank	Name	Crew Positions	Live Time	Sim Time	Total Time
	PFC KXXXXXE, R		0.00	0.00	0.00
Fixed Wing : 0		Rotary Wing : 0	Totals ->	0.00	0.00
		SYS	1.00		
	PFC MXXXXND, S.		0.00	0.00	0.00
			0.00	0.00	0.00
Fixed Wing : 0		Rotary Wing : 0	Totals ->	0.00	0.00
		FAM	5.00		
		OPS	190.00		
		SYS	12.00		

c. T&R qual report.

LUPL ARCENTALES, K. / 4.25 U

T&R Quals Report (MASS-1)

991213 ATRIMS T&R QUAL REPORT
MASS-1

PFC	JENNINGS, J	P	544-94-6941			
	Syllabus	QUAL		T&R Time	Qual Time	Date Awarded

PFC	KANE, R	M	359-80-9077			
	Syllabus	QUAL		T&R Time	Qual Time	Date Awarded

PFC	MORELAND, S.	M	457-37-2165			
	Syllabus	QUAL		T&R Time	Qual Time	Date Awarded

PFC	PEARCE, B.	C	423-11-9153			
-----	------------	---	-------------	--	--	--

d. Transfer Data Sheet

000110		ATRIMS TRANSFER DATA REPORT MASS-1					
PFC	KXXXXXE, R	M	MASS-1				
111-11-1112							
ASNO7242A		CRP -> 60.00					
EVENT	DATE	TIME	COMPLETE	EVENT	DATE	TIME	C
SYS 204	991028	1.00					
PFC	MXXXXXND, S.	M	MASS-1				
111-11-1113							
ASNO7242A		CRP -> 80.50					
EVENT	DATE	TIME	COMPLETE	EVENT	DATE	TIME	C
OPS 240	980228	43.50	Y	OPS 242	980228	43.50	
OPS 243	980228	43.50	Y	OPS 335	980228	43.50	
FAM 215	980204	1.00	Y	SYS 205	980228	9.00	
OPS 337	981022	8.00	Y	OPS 330	990302	8.00	

e. Delinquency Report.

000110		ATRIMS DELINQUENCY REPORT MEU	
PFC	MXXXXXND, S.	M	MASS-1
111111113			

f. Deployment Report.

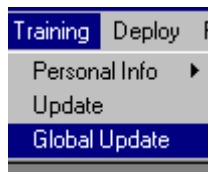
Deployment Report (MASS-1)						
CPL	SAXXXXXXXX, M.	G	333333339	MASS-1		
CPL	SOXXXXXX, M.	K	333333332	MASS-1		
CPL	TXXXXS JR, H		222222220	MASS-1		
	Deployment	Billet	Detach	Return	Days	Unit
	CAX 9-98	ASNO	980806	980819	13	DASC
	Total Days Deployed:				13	
SGT	BXXXXN, L.	L	444444449	MASS-1		

g. Lectures.

A-19		COMSEC & CRYPTO HAND		980811
CPL	ALXXXX, J	A	444444445	MASS-1
	Code	Title	Date	
	A-04	OFFENSIVE AIR SUPPOR	980811	
	A-05	ASSAULT SUPPORT	980811	
	A-06	ELECTRONIC WARFARE	980811	
	A-09	AIR TASKING ORDER/SP	980811	
	A-18	ENCRYPTION/AUTHENTIC	981119	
CPL	AUXXXX, J	H	222222228	MASS-1

3.1.2.3 Global Update.

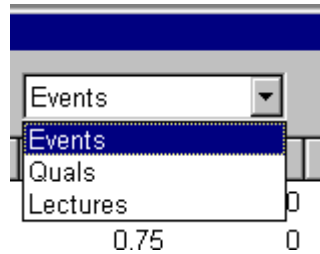
This is an added option that will allow you to select multiple Crew members who may have accomplished a certain training code at the Same time. Select Global Update.



The next screen will appear:

A screenshot of a software window titled 'Global Update'. The window has a blue header bar. Below the header, there is a dropdown menu on the left and a text box labeled 'Events' on the right. The dropdown menu is open, showing a list of training codes: 'ASCO7208A', 'ASCO7208B', 'ASN07242A', 'ASN07242B', and 'D450-007342A'. The 'ASCO7208A' option is selected and highlighted. To the right of the dropdown menu, there are two buttons: 'CRP' and 'Refly'. Below these buttons is a large empty rectangular area. At the bottom of the window, there is a section with a 'Date' dropdown menu, a 'Time' spinner box set to '.00', and two buttons: 'Update' and 'Close'.

Select a Syllabus from the dropdown list box. Tab over to the next Selection box and choose one of the following options:



You can select to globally update either Events, Qualls or Lectures within the selected syllabus.

The following screen will display the information previously selected: (for demo purpose, Displayed are Event codes)

Event	CRP	Refly
SYS 200	0.75	0
SYS 201	0.75	0
SYS 209	0.75	0
FAM 210	0.50	0

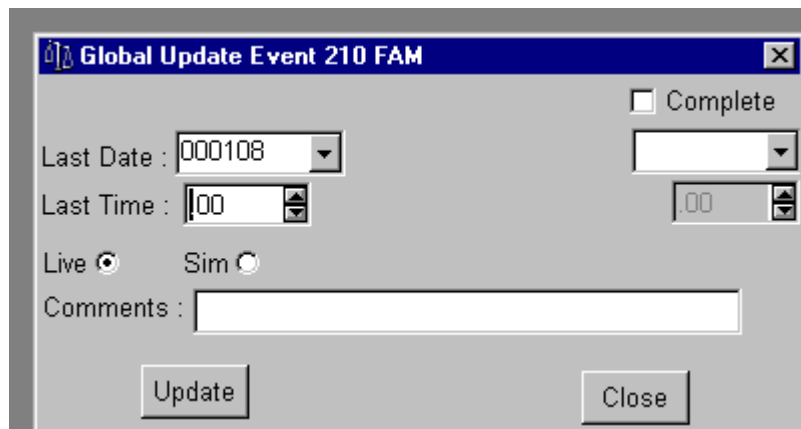
Select the code and tab to the next window:

Rank	Name	CRP
2ndLT	WXXXXXR, R.	60.0
1stLT	BXXXXXXXXEL, K	60.0
1stLT	GXXXXIA, J	66.0
1stLT	HXXXXXNE, D	76.0
1stLT	MCXXXXY, M	70.0
1stLT	MXXXXING, B	64.0
1stLT	PAXXXXX, D	66.0
1stLT	PXXXXS, B	77.0
1stLT	PXXXXR, T	69.0

Update Close

Select all crew members who will receive credit for the above code and click on the UPDATE button.

The following screen will appear allowing you to enter the appropriate Information for the update:

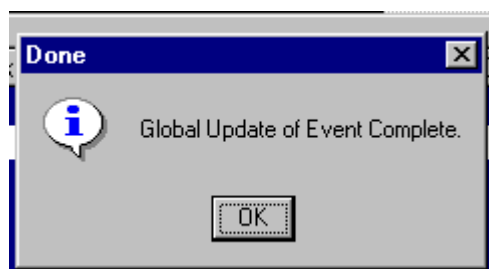


A dialog box titled "Global Update Event 210 FAM" with a close button (X) in the top right corner. It contains the following fields and controls:

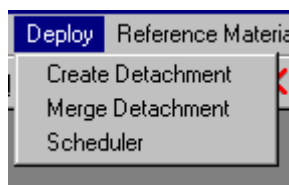
- ☐ Complete
- Last Date: 000108 (dropdown menu)
- Last Time: 00 (spin box)
- Live ☒ Sim ☐
- Comments: (text input field)
- Update button
- Close button

Enter the information and Click on the UPDATE button.

The following confirmation screen will appear:

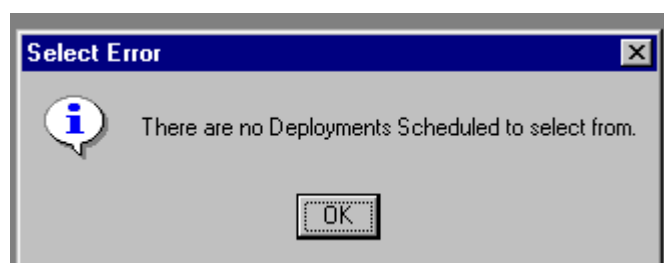


3.1.3 Deploy.



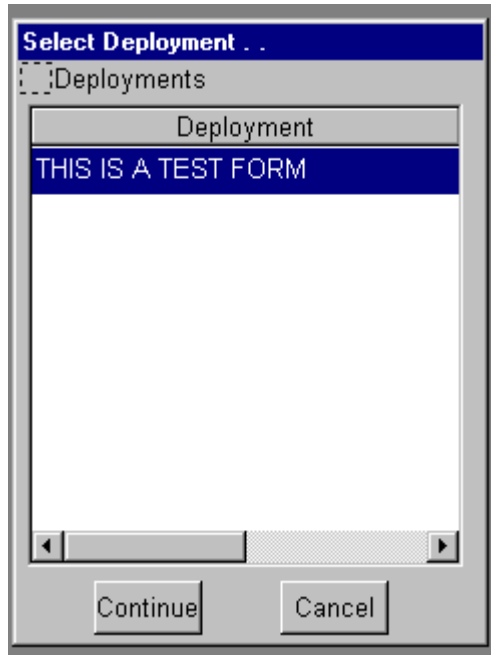
3.1.3.1 Create Detachment.

If this is the first time to use this option, after selecting Create Detachment, the following warning screen will appear:

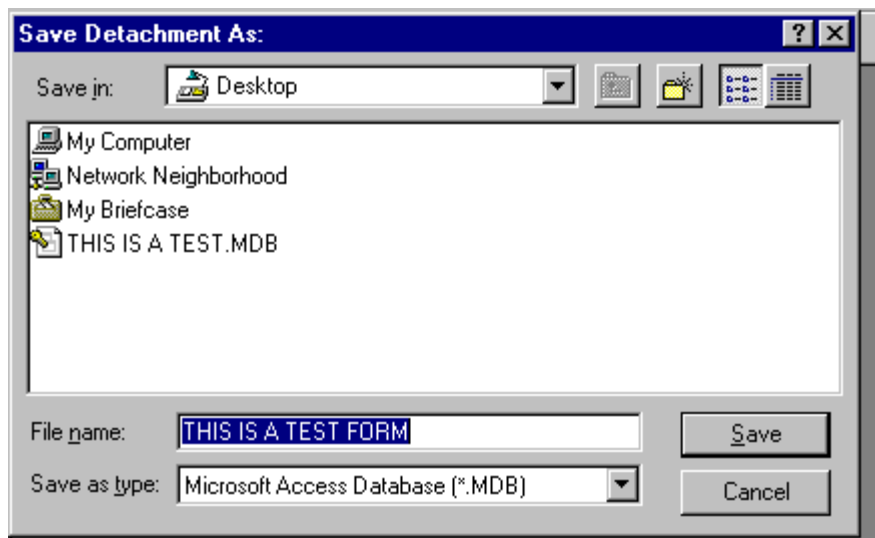


Click on the OK button and go back to the Deploy option menu
And select SCHEDULER from the main menu. Option defined
In paragraph 3.1.3.3 below.

Highlight a Detachment.

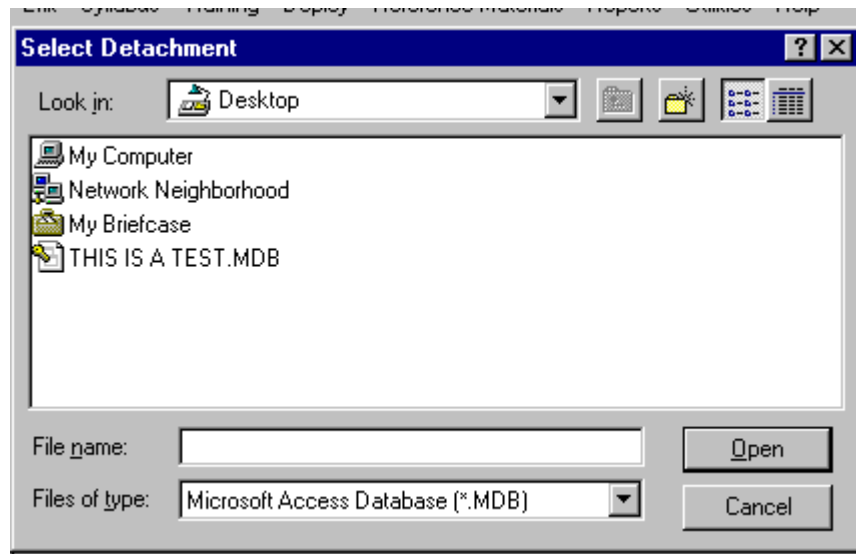


The following screen will appear:

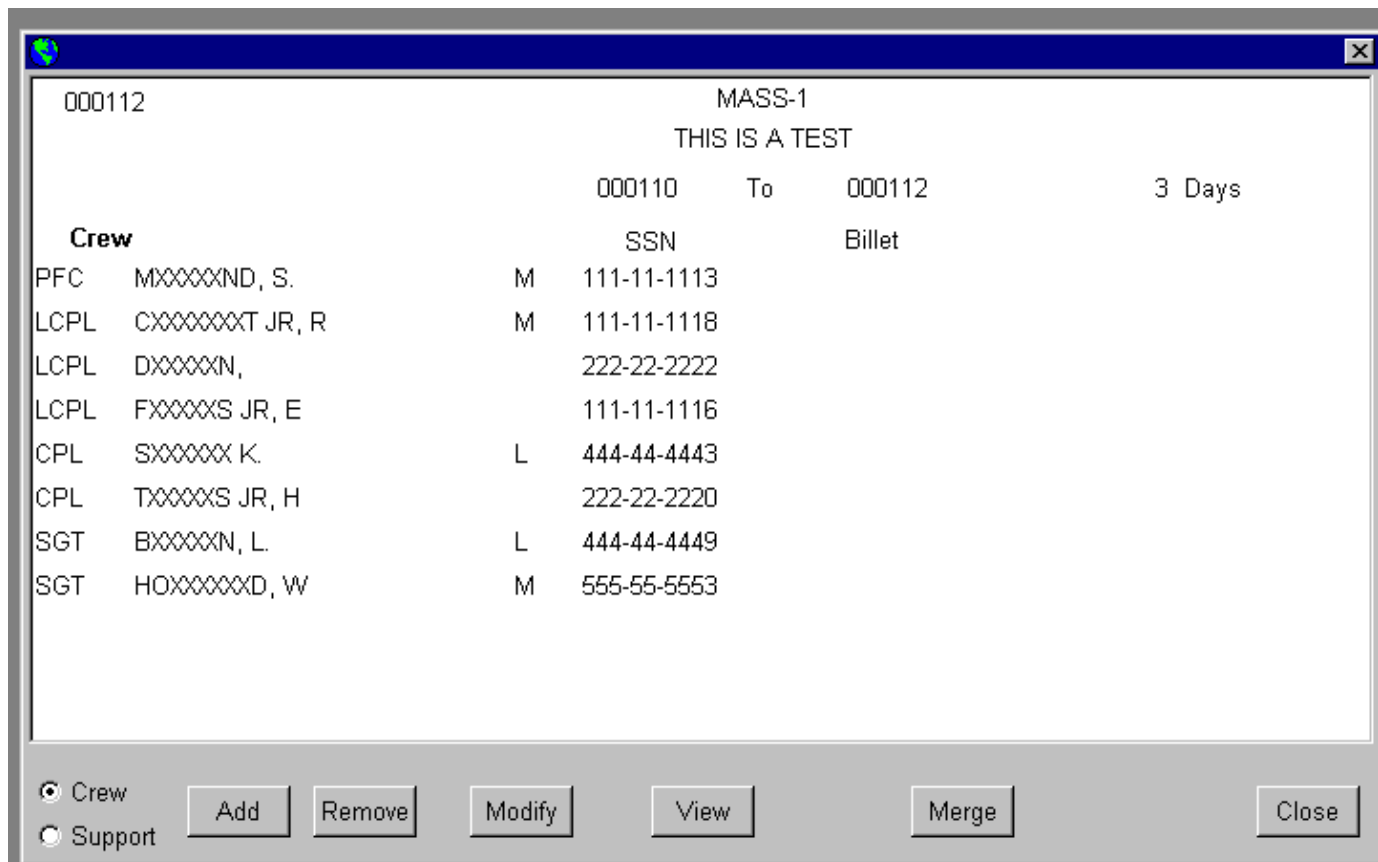


Enter a file name for the detachment you want to create. **You must use file naming Standards. The system will not accept special characters, (i.e. /, ?, *,)etc.**

3.1.3.2 Merge a Detachment:



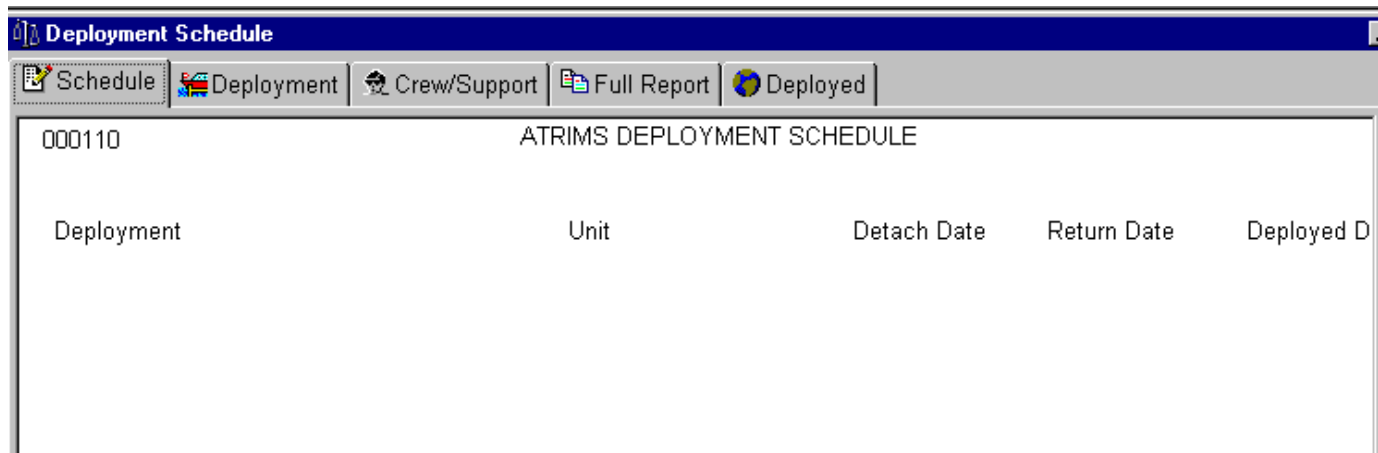
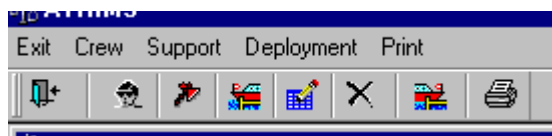
Select the detachment that you want to merge back into the system.
Click on the **OPEN** button.



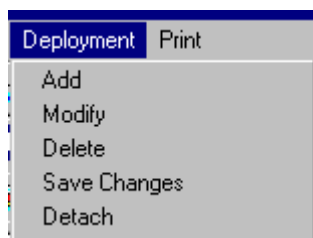
- Add** - Allows you to Add personnel to a detachment.
- Remove** - Allows you to remove personnel from the selected detachment.
- Modify** - Allows you to change and save the personnel Billets.
- View** - Allows you to view select personnel from the list.
- Merge** - Allows you to choose particular crew personnel to be merged back into the system from the detachment.

3.1.3.3 Scheduler.

Select Scheduler from the menu, and the following screen will appear:



Click on the Deployment option.



- ADD** - Allows you to Add a deployment.

Unit	Detach Date
New Detachment..	
Unit :	MASS-1
Exercise	GETTING THIS TO WORK
Detach :	000106
Return	1/28/20
Total Days	
<input type="button" value="Add"/> <input type="button" value="Close"/>	

MODIFY - Allows to make modifications to the billets.

DELETE - Allows you to delete a detachment.

SAVE CHANGES This option allows you to Save Changes made to the Crewmembers Billets and allows you to change modifications that you made.

DETACH - Allows you to save the detachment to a file.

3.1.4 Reference Material.

Reference Materials	Report
Syllabus Listing	
Chains	
T&R Qual Listing	
Core Skill/Plus Listing	
Pre-Reqs	
Lectures	

Select Syllabus . .
Syllabi
TACCO7200A
TACCO7500A
<input type="button" value="Continue"/> <input type="button" value="Cancel"/>

3.1.4.1 Syllabus Listing

Syllabus Listing TACCO7200A														
991227 ATRIMS Syllabus Listing Report.														
Syllabus : TACCO7200A Start CRP : 60.00														
Event Name	Event Number	Refly	Hours	CRP	T	C	R	E	L	S	L/S	S/L	NBC	(NBC)
SYS	200	24.00	0.00	0.50				X	X					
SYS	201	24.00	0.00	0.50				X	X					
SYS	202	12.00	0.00	1.00				X		X				
SYS	203	24.00	0.00	0.50				X	X					
SYS	204	24.00	0.00	0.50				X	X					
CBC	210	24.00	0.00	1.00				X	X					
CBC	211	24.00	0.00	1.00				X	X					
CBC	212	24.00	0.00	1.00				X			X			
ADC	220	24.00	0.00	1.00				X	X					
ADC	221	24.00	0.00	1.00				X				X		
ADC	222	24.00	0.00	1.00				X			X			
ACO	230	24.00	0.00	1.00				X	X					
ACO	231	24.00	0.00	1.00				X				X		
ACO	232	24.00	0.00	1.00				X			X			
QUAL	280	36.00	0.00	1.00				X	X	X				
QUAL	281	36.00	0.00	1.00				X	X	X				

3.1.4.2 Chains Listing

Chain Listing TACCO7500A		
991227		ATRIMS CHAIN LISTING TACCO7500A
Event	Chains	
CBC 210	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208	
CBC 211	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, CBC 210	
CBC 212	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, CBC 210, CBC 211	
DBC 220	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208	
DBC 221	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, DBC 220	
DBC 222	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, DBC 220, DBC 221	
ABT 230	SYS 200, SYS 205	
ABT 231	SYS 200, SYS 205, ABT 230	
ABT 232	SYS 200, SYS 205, ABT 230, ABT 231	
SRC 240	SYS 200, SYS 205, SYS 206, SYS 207	
SRC 241	SYS 200, SYS 205, SYS 206, SYS 207, SRC 240	
ORDP 250	SYS 205	
ATOMP 260	SYS 205	
ATOMP 261	SYS 205, ATOMP 260	
QUAL 280	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, CBC 210, CBC 211, CBC 212	
QUAL 281	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208, DBC 220, DBC 221, DBC 222	
QUAL 282	SYS 200, SYS 205, ABT 230, ABT 231, ABT 232	
QUAL 283	SYS 200, SYS 205, SYS 206, SYS 207, SRC 240, SRC 241	

3.1.4.3 T&R Quals Listing

Select T&R Quals option and Select the desired Syllabus. The following Report will appear:

QUAL Listing TACCO7500A		
991227	ATRIMS QUAL LISTING. TACCO7500A	
QUAL	Time	Pre-Req's
ABT282	0.00	ABT 232
ADC680	0.00	ADC 602
ATO285	0.00	ATOMP 261
ATO382	0.00	ATOPRO 321
ATO384	0.00	ATOPLO 361
ATO481	0.00	ATODO 411
ATO681	0.00	AAP 610, AAP 611, AAP 612
CBA380	0.00	CBA 300, CBA 301
CBC280	0.00	CBC 212
COP682	0.00	COPS 620
DBA381	0.00	DBA 310, DBA 311
DBC281	0.00	DBC 222
FOP683	0.00	FOPS 630
FPNO684	0.00	FPNO 640
ODP284	0.00	ORDP 250
ORDO383	0.00	ORDO 331
SRC283	0.00	SRC 241

3.1.4.4 CORE SKILL/Plus Listing

Core Listing TACCO7500A	
991227	ATRIMS Core Skill/Plus Listing Report. TACCO7500A
Core Skills	
ABT	ABT 230, ABT 231, ABT 232
ATOMP	ATOMP 260, ATOMP 261
ATOPLO	ATOPLO 360, ATOPLO 361
ATOPRO	ATOPRO 320, ATOPRO 321
CBA	CBA 300, CBA 301
CBC	CBC 210, CBC 211, CBC 212
DBA	DBA 310, DBA 311
DBC	DBC 220, DBC 221, DBC 222
ORDO	ORDO 330, ORDO 331
ORDP	ORDP 250
SRC	SRC 240, SRC 241
SYS	SYS 200, SYS 201, SYS 202, SYS 203, SYS 204, SYS 205, SYS 206, SYS 207, SYS 208, SYS 209

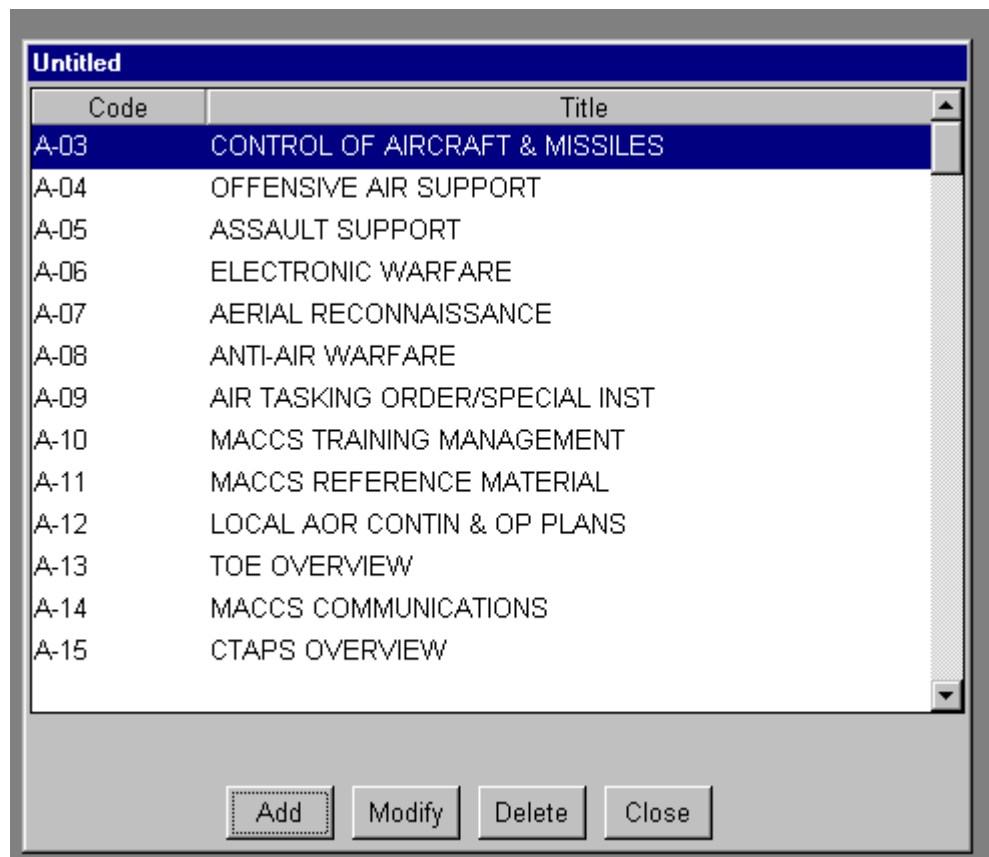
3.1.4.5 Pre-Reqs.

Pre-Reqs Listing TACCO7500A	
991227	ATRIMS PRE-REQS LISTING TACCO7500A
Event	Pre-Reqs
CBC 210	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208
CBC 211	CBC 210
CBC 212	CBC 211
DBC 220	SYS 200, SYS 205, SYS 206, SYS 207, SYS 208
DBC 221	DBC 220
DBC 222	DBC 221
ABT 230	SYS 200, SYS 205
ABT 231	ABT 230
ABT 232	ABT 231
SRC 240	SYS 200, SYS 205, SYS 206, SYS 207
SRC 241	SRC 240
ORDP 250	SYS 205
ATOMP 260	SYS 205
ATOMP 261	ATOMP 260
QUAL 280	CBC 212
QUAL 281	DBC 222
QUAL 282	ABT 232
QUAL 283	SRC 241

3.1.4.6 Lectures.

This Option allows you to **add**, **modify** and **delete** Lecture codes from the actual Lecture table.

After selecting the Lectures option, the following screen will Appear:

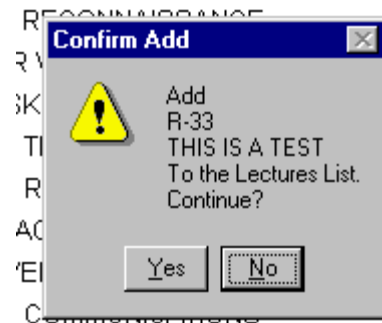


1. ADDing Lectures.



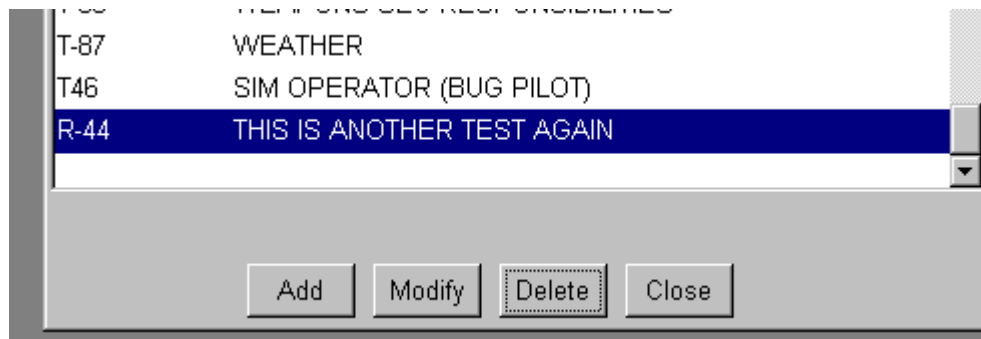
Enter a code in the left box and tab to the right to
Enter a description. Click on the **Save** button.

The following confirmation window will appear:

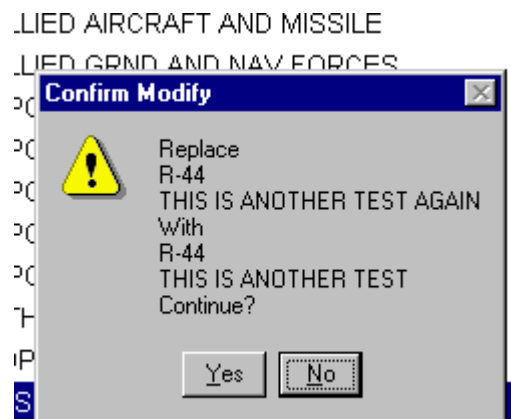


2. MODIFY Lectures.

Highlight the Lecture code you want to Modify. Click on The MODIFY button.

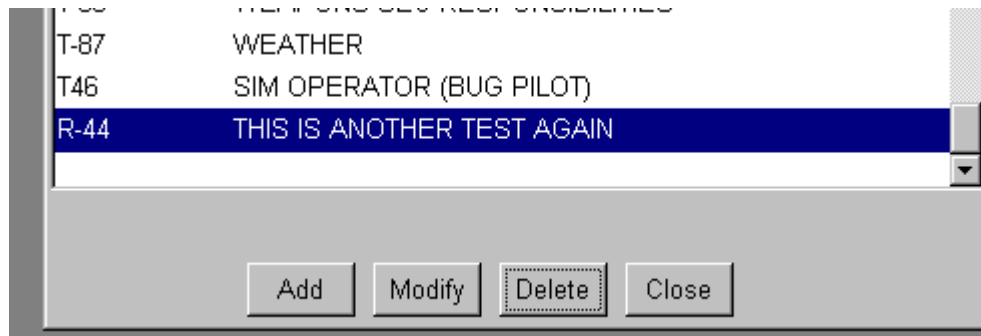


A window will appear with the changes, you will need to confirm this change by clicking on the YES button. If this is not correct, Click on the NO button and re-enter the information.

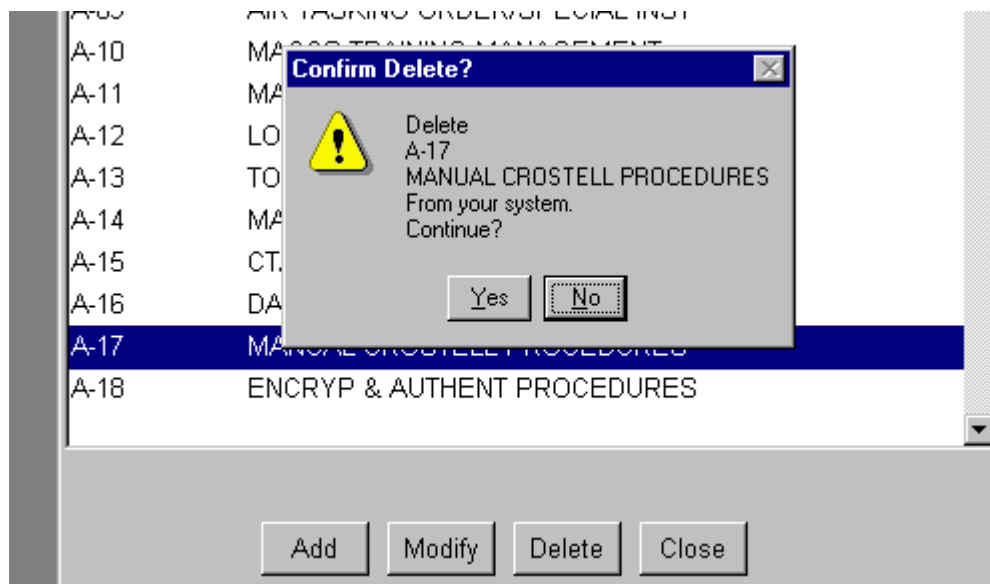


3. DELETE Lectures.

Highlight the Lecture you want to Delete. Click on the Delete Button.

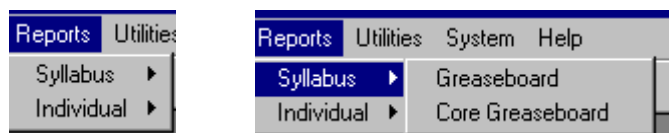


The following confirmation window will appear:

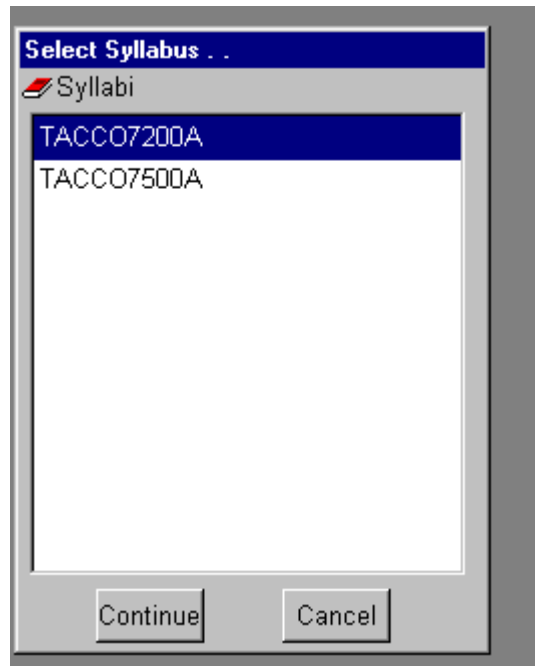


3.1.5 Reports

3.1.5.1 SYLLABUS REPORTS.



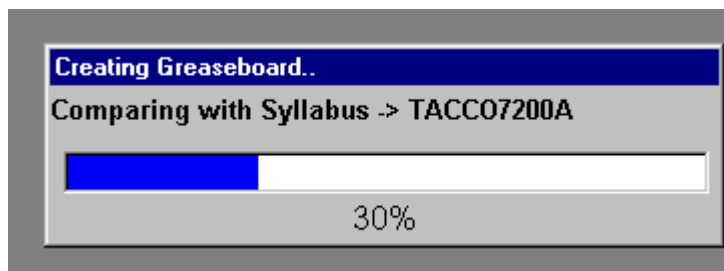
Select a syllabus:



Click on the Continue button

3.1.5.1.1 GreaseBoard Report

The system creates the GreaseBoard report from the most current information in the database. The following screen will appear during this process:

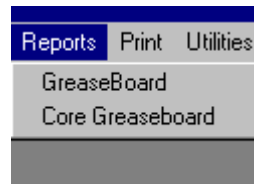


The GreaseBoard report is a compilation of training information for crew personnel under a specified syllabus. The training information is compiled into this format so that you can see at a glance, the crew name and his CRP percentage. The report also displays the training codes in that syllabus as well as the dates the crew member got credit for the code. The Report will also give you the status of these dates. If the report shows a blank, that means that the code has not been performed. If the report shows in RED with a (-) minus sign behind it, it means that the code is delinquent and the crew person has lost the CRP rating for that particular code. If the

report shows a (+) plus sign after the date, then it tells you that the crew member is within 30 days of becoming delinquent in that code. If it simply has a date in the code box, that means they are current on that particular code. If there is an (X) beside the date, that means that the crew member completed this particular task.

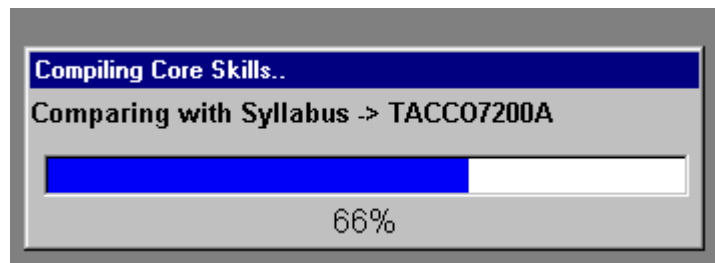
Greaseboard TACC07200A				
991227	Event	200	201	
	Event Name			
	CRP			
	Refly	24		
	Desc. ->	OP COMM EQUIPMENT	SET UP TACC OF OPS	C
	CRP			
FRUCK, F	61.00	991227 X		
FONTANEZ, N	69.00	981101	990129	
MATTHEWS, R.	60.00			
PICONE, F	60.00			
QUINTANA, H	61.50		991227	
WAGNER, M.	60.00			
RICHARDSON, P	72.00	990129	981101	
ROSS, M	65.00	970725 -	970725 -	
TROXEL, L	66.00	980717	980717	
GISCARD, J	60.00			
Avg. CRP	63.45			
+ : Delinquent in 30				
- : Delinquent				

3.1.5 Core GreaseBoard Report.



Select a syllabus:

The system creates the Core GreaseBoard report from the most current information in the database. The following screen will appear during this process:

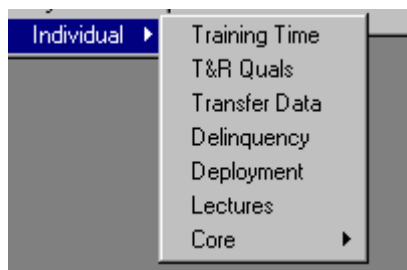


The following screen will appear:

Core Greaseboard TACC07200A				
	Core Skills			
	AAP	ACO	ADC	C
FONTANEZ, N			X	
FRUCK, F				
GISCARD, J				
MATTHEWS, R.				
MTACS 28				
PICONE, F				
QUINTANA, H				
RICHARDSON, P		X	X	
ROSS, M				
SULLIVAN, T				
TROXEL, L				
WAGNER, M.				

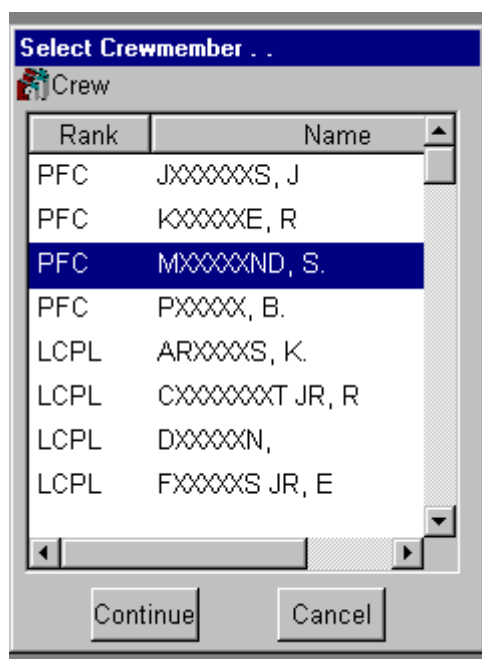
This report shows Crew member Core standings by syllabus.

INDIVIDUAL REPORTS.



5 . INDIVIDUAL REPORTS OPTION.

a. Training Time report.



Select the person you want to get the report for. Either click from the top menu options or click your Right Mouse button. Select Reports, Training time. The following will be displayed. This report is detailed by all of the persons training information.

000103 ATRIMS TRAINING TIME REPORT					
Rank	Name	Crew Positions	Live Time	Sim Time	Total Time
CPL	FXXXXX, F	REC	0.00	0.00	0.00
			7.00	0.00	7.00
Fixed Wing : 0	Rotary Wing : 0	Totals ->	7.00	0.00	7.00
		ACO	0.00		
		CBC	5.00		
		DESG	0.00		
		QUAL	0.00		
		SYS	2.00		

a. Crew T&R QUALS Report.

000103 ATRIMS T&R QUAL REPORT					
CPL	MXXXER, J	K	666-66-6666		
Syllabus	QUAL	T&R Time	Qual Time	Date Awarded	
TACCO7500A	ABT282	0	4	000103	
	ADC680	0	5	000103	
	ATO285	0	3	000103	

b. Crew Transfer Data.

Transfer Data Report (CAPT TXXXXL, L)

000103 ATRIMS TRANSFER DATA REPORT

CAPT TXXXXL, L E MTACS 28
333-33-3332

TACCO7200A

CRP -> 66.00

EVENT	DATE	TIME	COMPLETE	EVENT	DATE
SYS 200	980717	20.00	Y	SYS 201	980717
SYS 202	980717	20.00	Y	SYS 203	980717
SYS 204	980717	20.00	Y	CBC 210	980717
CBC 211	980717	20.00	Y	CBC 212	980717
QUAL 280	980707	20.00	Y		

c. Crew Delinquency Report

000103 ATRIMS DELINQUENCY REPORT

TACCO7200A

CRP -> 72.00

Delinquent	EVENT	DAYS REMAINING
	SYS 202	-68

d. Crew Deployment

Deployment Report (CAPT RIXXXXXXON, P)						
000103		ATRIMS DEPLOYMENT REPORT				
CAPT	RIXXXXXXON, P	W	333333331	MTACS 28		
Deployment		Billet	Detach	Return	Days	Unit
WTI 1-99		SAC, ADC,	980926	981102	37	MTACS 28
JTFEX			990210	990228	18	MTACS 28
Total Days Deployed:					55	

e. Crew Lectures

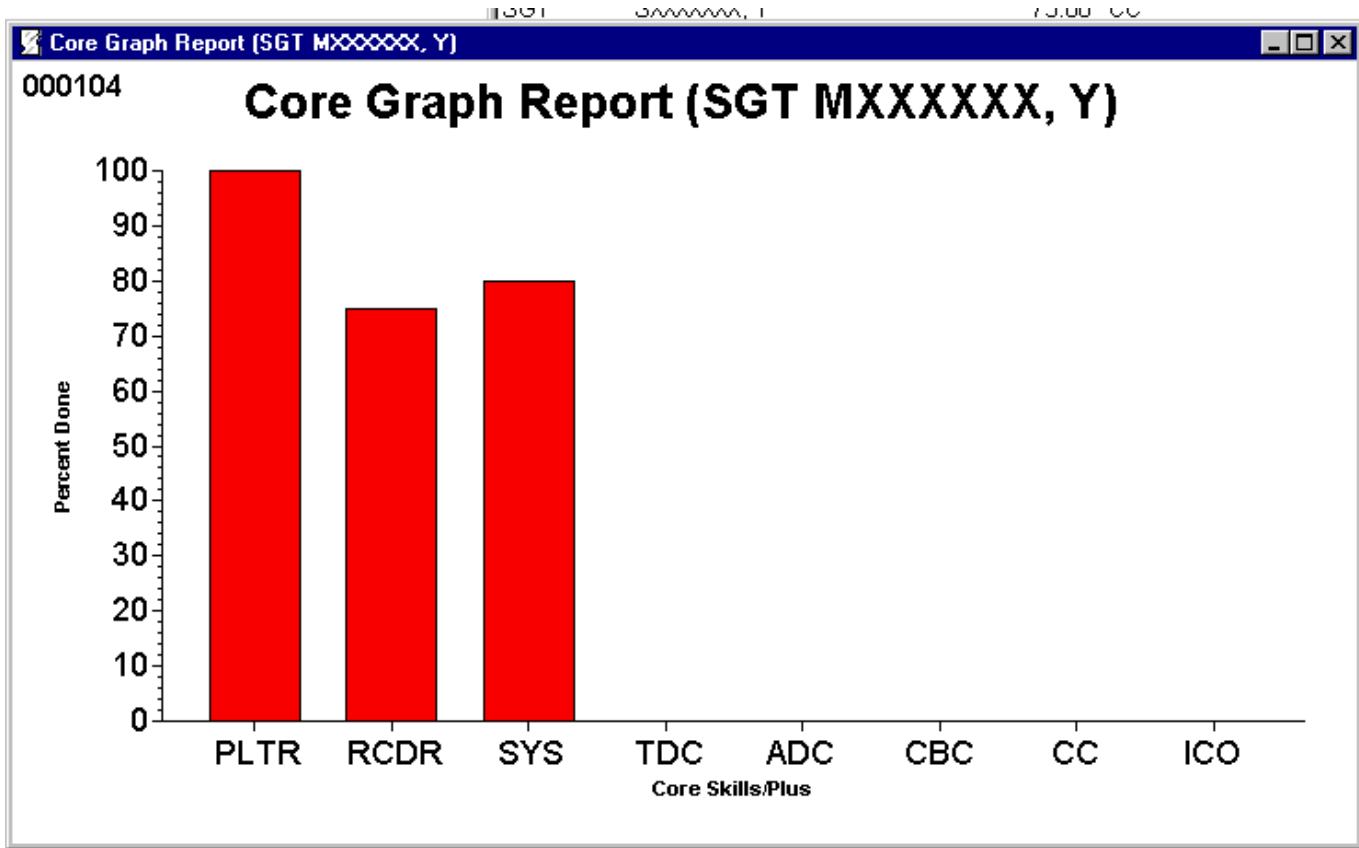
Lectures Report (CAPT RIXXXXXXON, P)			
000103		ATRIMS LECTURE REPORT	
CAPT	RIXXXXXXON, P	W	333333331
		MTACS 28	
Code	Title	Date	
A-01	MAGTF ORGANIZATION	980623	
A-02	MACCS ORGANIZATION	980623	
A-03	CONTROL OF A/C & MIS	980623	
A-04	OFFENSIVE AIR SUPPOR	980623	

f. Crew Core

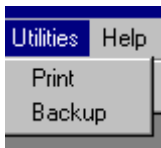
1. Core Items

Core Items Report (CAPT RIXXXXXXON, P)	
000103	ATRIMS CORE SKILLS/PLUS LISTING CAPT RIXXXXXXON, P (TACCO7200A)
Core Skills	
AAP	AAP 310, AAP 311, AAP 312
0 %	None Completed
ACO	ACO 230, ACO 231, ACO 232
100.00 %	ACO 230, ACO 231, ACO 232
ADC	ADC 220, ADC 221, ADC 222
100.00 %	ADC 220, ADC 221, ADC 222
CBA	CBA 300, CBA 301
0 %	None Completed
CBC	CBC 210, CBC 211, CBC 212
100.00 %	CBC 210, CBC 211, CBC 212
SYS	SYS 200, SYS 201, SYS 202, SYS 203, SYS 204
80.00 %	SYS 200, SYS 201, SYS 203, SYS 204,

2. Core Graphs. This is just a graphical view of the core skills codes.



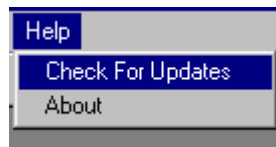
3.2 Utilities.



- Print - allows you to print from the current window.
- Backup Data - Creates your backup file. You must use file naming Standards. The system will not accept special characters,(i.e. /, ?, *,)etc.

NOTE: TO RESTORE FROM A BACKUP FILE, COPY THE FILE FROM IT'S CURRENT DIRECTORY OR LOCATION INTO YOUR CURRENT ATRIMS FOLDER.

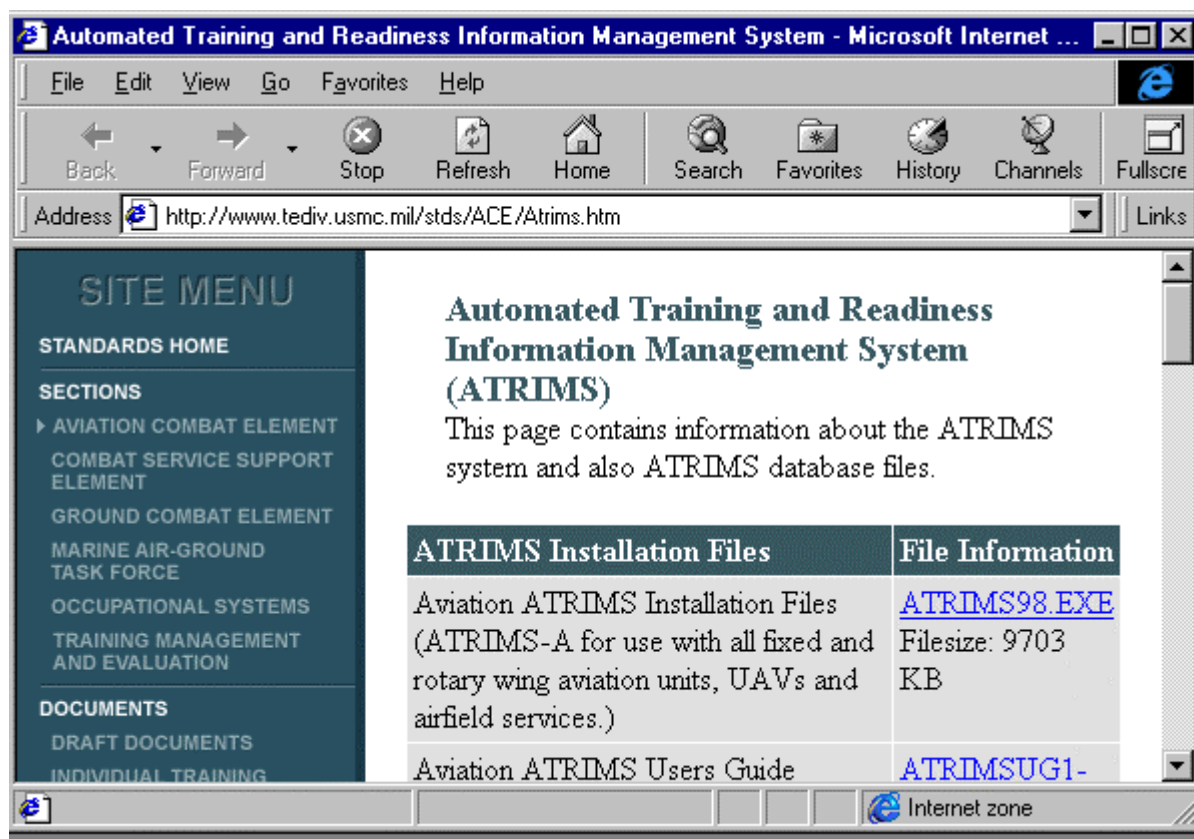
3.3 Help.



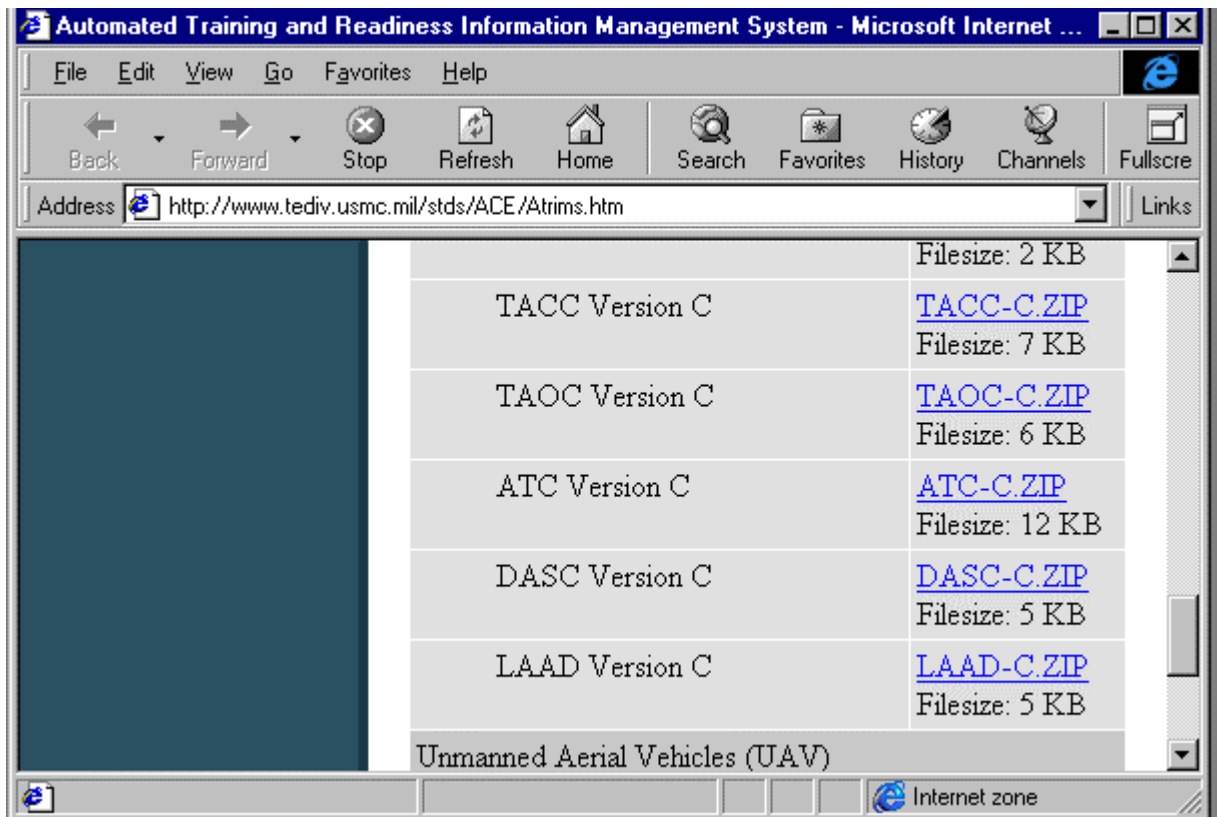
- a. Check for Updates.

To utilize this you must have access to the World Wide Web.
The option will take you to the Training and Education WebSite.
Samples screens:





Scroll down to the MACCS section:



About .

